

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
November 14, 2017

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, November 14, 2017, at 7:00 p.m. in the Board Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

**Members of the Board Present:**

Patricia S. O'Bannon, Chairman, Tuckahoe District  
Frank J. Thornton, Vice Chairman, Fairfield District  
Thomas M. Branin, Three Chopt District  
Courtney D. Lynch, Brookland District  
Tyrone E. Nelson, Varina District

**Other Officials Present:**

John A. Vithoulkas, County Manager  
Joseph P. Rapisarda, Jr., County Attorney  
Michael L. Wade, Sheriff  
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board  
Timothy A. Foster, P.E., Deputy County Manager for Community Operations  
Douglas A. Middleton, Deputy County Manager for Public Safety  
Randall R. Silber, Deputy County Manager for Community Development

Mrs. O'Bannon called the meeting to order at 7:00 p.m. and led the recitation of the Pledge of Allegiance.

The Reverend Steve Boots, Pastor of Mount Victory Baptist Church, delivered the invocation.

On motion of Mr. Branin, seconded by Mr. Nelson, the Board approved the minutes of the October 24, 2017, Regular and Special Meetings.

The vote of the Board was as follows:

Yes: O'Bannon, Thornton, Branin, Lynch, Nelson

No: None

**MANAGER'S COMMENTS**

Mr. Vithoulkas welcomed Gay Rudis, the 2017 Henrico County Christmas Mother. He also recognized Tanya Harding of the County Manager's Office and Rebecca Slough of the Department of Human Resources, the Chair and Co-Chair of the County Government Christmas Mother Program. Last year, the County's Christmas Mother campaign raised \$12,000 and collected over 2,463 in supplies such as toys, books, blankets, and clothing, which benefited more than 1,450 Henrico families. It also provided an excess of 50,000 meals to County citizens in need. Many events have already been scheduled throughout the County as

County employees get ready for the holiday season and 2017 Christmas Mother campaign. Mrs. Rudis provided a historical overview of the Henrico Christmas Mother program and an update on this year's campaign.

Jerry McKenna, Director of Libraries, has received the prestigious George Mason Award from the Virginia Library Association. The award is presented to an individual librarian, library, or organization whose activity has contributed to the development, growth and extension of library and information services locally, statewide, and nationally. Mr. McKenna has made many contributions to public library services in his 22 years directing Henrico County Public Library. Throughout his career, Mr. McKenna has taken a holistic approach to advancing library services, technologies, and facilities while increasing opportunities for staff training and community engagement.

### **BOARD OF SUPERVISORS' COMMENTS**

Mrs. O'Bannon welcomed Mrs. Lynch as the new Brookland District Supervisor. Mrs. Lynch was sworn into office during an afternoon ceremony prior to the Board meeting.

### **RECOGNITION OF NEWS MEDIA**

No media representatives were present.

### **RESIGNATION/APPOINTMENTS**

281-17                      Resolution - Resignation of Member - Community Criminal Justice Board.

On motion of Mr. Nelson, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

282-17                      Resolution - Appointment of Member - Community Criminal Justice Board.

On motion of Mr. Branin, seconded by Mr. Nelson and by unanimous vote, the Board approved this item – see attached resolution.

283-17                      Resolution - Appointment of Members to the Board of Directors - Economic Development Authority:

On motion of Mr. Thornton, seconded by Mrs. Lynch, and by unanimous vote, the Board approved this item – see attached resolution.

### **PUBLIC HEARINGS – REZONING CASE AND PROVISIONAL USE PERMIT**

284-17                      JG Laburnum, LLC and Robins Laburnum, LLC: Request to conditionally  
REZ2017-                      rezone from B-2C Business District (Conditional) and B-3C Business  
00015                      District (Conditional) to B-3C Business District (Conditional) Parcel 817-  
Varina                      711-0712 and part of Parcels 817-711-0454 and 816-711-8151 containing  
3.31 acres located approximately 290' south of Eubank Road approximately  
270 feet east of its intersection with S. Laburnum Avenue.

Andy Condlin from Roth Jackson presented this case on behalf of the applicant and Caliber Collision. He acknowledged the Planning staff and Planning Commission recommended denial of the case but suggested the Board consider several factors to deem this use appropriate and desirable. These included the location of the property; the applicant's response to possible impacts of sound, light, and hours; neighborhood opinion; and the proposed development's economic impact. Mr. Condlin narrated a slide presentation addressing these points. He began by reviewing the proposed development's original and revised layout and design and the applicant's proffered hours. Jordan Moran, Engineering Manager for Acoustical Solutions, elaborated on an acoustical study that was conducted by his company for the applicant. He addressed the issues of existing background noise on the site and how loud is a Caliber Collision center, shared the results of a preliminary prediction model, and highlighted possible noise impacts. Mr. Moran responded to questions from Mrs. O'Bannon regarding decibel levels and how noise levels were measured. Mr. Condlin presented petitions signed by property owners living near the property who were in support of the applicant's request. He responded to questions from Mr. Nelson pertaining to the petitions. There was discussion by Mrs. O'Bannon and Mr. Condlin concerning sound suppression materials planned for the facility.

No one from the public spoke in opposition to this item. The following persons spoke in support: Thomas Disse, a resident of 5502 Raleigh Road; Patricia Williams, a resident of 5405 Raleigh Road; and Stephen Carroll, an owner of two rental properties in the neighborhood, on Coxson and Nandun Roads.

Mr. Nelson cited the case's many positive attributes but pointed out there are a large number of sites in close proximity to the subject site already zoned for the proposed use. He expressed the view those sites should be considered by the applicant prior to the Board rezoning additional property for B-3C uses.

On motion of Mr. Nelson, seconded by Mr. Thornton, and by unanimous vote, the Board followed the recommendation of the Planning Commission and denied this request.

The vote of the Board was as follows:

Yes: O'Bannon, Thornton, Branin, Lynch, Nelson

No: None

285-17  
PUP2017-  
00019  
Brookland

Ryal Tayloe, National Speed, Inc.: Request for a Provisional Use Permit under Sections 24-58.2(c), 24-120, and 24-122.1 of Chapter 24 of the County Code to allow auto parts sales, service, and/or installation on part of Parcel 772-748-9574 located on the north side of Glenside Drive approximately 900' west of Staples Mill Road (U.S. Route 33). The existing zoning is B-2 Business District.

Mr. Condlin presented the case on behalf for the applicant. He reviewed the planned layout of the proposed development and addressed the proposed conditions. He responded to a comment from Mrs. O'Bannon relating to a condition requiring soundproofing material.

Mrs. Lynch asked Ryal Tayloe, Chief Executive Officer of National Speed, to elaborate on his company's history of being a good neighbor and steward to those on surrounding properties. He responded to questions from Mrs. Lynch regarding high integrity procedures during operational hours and those that are in place so when owners receive their vehicle they are encouraged to operate safely when leaving the property.

John Martin Owens, a resident of 6315 Millhiser Avenue, spoke in opposition to this item. He expressed concerns about allowing outdoor events on the subject site considering the type of business being proposed and the site's proximity to the Amtrak station. Mrs. O'Bannon elaborated on the applicant's request and the provisional use permit process. Mr. Owens suggested that an industrial area is a better place to locate a high performance automotive center. Mr. Condlin responded to Mr. Owens' concerns. He noted the applicant would have to obtain the County's permission to hold outdoor events and suggested an industrial area is not the best place for the type of retail facility proposed for the site.

Mrs. Lynch noted she has spent a fair amount of time on the subject site and visiting the homes of citizens who logged feedback, so she could get a feel for noise levels and how the development would impact the area. She pointed out the site is in an enterprise zone, would create jobs, and is consistent with the uses in place.

On motion of Mrs. Lynch, seconded by Mr. Thornton, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item subject to the following conditions:

1. This permit shall allow National Speed, Inc. to perform dyno tuning, performance fabrication, installations, and consultations at this location. It shall not apply to any other business in the shopping center, and general automobile service and repair shall not be permitted.
2. The site and building shall be developed in general conformance with the site layout (see case file) submitted with the application.
3. There shall be no exterior storage of tires or automotive parts.
4. All sales, installation, and service shall be conducted within a completely enclosed building no greater than 15,000 square feet. The roll-up doors shall be closed when services and installations are performed.

5. Any modifications to the site plan or building to accommodate related National Speed services shall require administrative approval of a Plan of Development.
6. Any outdoor events shall be regulated by Section 24-116(d) of the County Code or other applicable County permits.
7. The owner/operator shall allow the Crime Prevention Unit of the Division of Police to conduct a security survey of the location to identify potential security risks and to recommend additional prevention measures, if any, to be implemented by the business.
8. In the event that evidence (i.e. police calls to the premises or complaints from other businesses) indicates that this use is having an adverse effect (i.e. increased public nuisance, loitering, excessive noise outside the building, criminal assault, etc.) on the surrounding area, the Board of Supervisors may hold a public hearing to consider revoking the Provisional Use Permit.
9. The dyno room shall contain sound proofing material to mitigate sound from the testing of vehicles, which shall be designed to limit noise from any dyno room testing to not exceed 80 dBA at the property lines. Such sound proofing methodology shall be reviewed and approved by a certified architect or engineer and shall be included in the building permit application. The owner/operator of the facility shall have procedures in place to discourage customers from testing/revving vehicle engines outside the building.

The vote of the Board was as follows:

Yes: O'Bannon, Thornton, Branin, Lynch, Nelson

No: None

### **PUBLIC HEARINGS - OTHER ITEMS**

286-17

Ordinance – To Amend and Reordain Sections 5-49, 5-50, and 5-53 of the Code of the County of Henrico Titled, Respectively, “Required; tax year; amount of tax; exemptions from tax,” “Due date for payment of tax,” and “Application for license; issuance” to Allow Dog Owners to Obtain Lifetime Dog Licenses.

Mr. Owens questioned the amount of revenue raised from dog licenses and the need for such licenses. Mr. Vithoulkas clarified the amount of revenue raised by the licenses, and Mr. Rapisarda explained that the license provides another level of safety in keeping dogs in check. Lt. Shawn Sears, Supervisor of the Police Division’s Animal Protection Unit, responded to a question from Mr. Owens pertaining to how the County tracks rabies certificates. He noted a one-time license is a convenience for Henrico citizens.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached ordinance.

287-17

Resolution - Condemnation - Utility Easements - Kenmore Road - Upham Brook Trunk Sewer Project - Heirs or Successors of Arthur E. Wilton, John A. Wilton, Jr., and Robert H. Wilton - Brookland District.

Steve Price, Director of Real Property, showed a vicinity map of the subject property.

No one from the public spoke in opposition to this item.

On motion of Mr. Branin, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

288-17

Resolution - Condemnation - Utility Easements - Upham Brook Trunk Sewer Project - Successors of Tetra Associates, LLC and Tetra Acquisition, LLC - Fairfield District.

Mr. Price showed a vicinity map of the subject property.

No one from the public spoke in opposition to this item.

On motion of Mr. Thornton, seconded by Mrs. Lynch, and by unanimous vote, the Board approved this item – see attached resolution.

289-17

Resolution - Hearing of Necessity - Woodman Road Extended - Brookland and Fairfield Districts.

Steve Yob, Director of Public Works, provided background information on the history of this project and showed slides depicting the existing alignment of the road and proposed extension.

No one from the public spoke in opposition to this item.

On motion of Mrs. Lynch, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

## **PUBLIC COMMENTS**

Valerie Acosta, a resident of the Three Chopt District, presented issues and concerns pertaining to a home adjoining her property in the Coventry subdivision that is being used by the absentee owner for short-term, Airbnb rentals. She showed slides to illustrate her points and asked the Board to prohibit Airbnb rentals in Henrico's residential districts. Mrs. O'Bannon and Mr. Vithoukaskas noted this topic was discussed by the Board in a work session and will be discussed at a regional meeting on November 16. At Mr. Vithoukaskas' request, Planning Director Joe Emerson reviewed the County's current approach toward Airbnb rentals and referred to a notification of violation that his department has issued for the specific case highlighted by Ms. Acosta. Mr. Branin commented on recently-enacted state legislation relating to Airbnb rentals and assured Ms. Acosta the County will be diligent in crafting guidelines pursuant to this

legislation. He acknowledged the situation in her neighborhood was affecting the quality of life of the residents.

Mr. Owens, a resident of the Brookland District, suggested the Board use revenues from the hotel/motel transient lodging tax for expanding bus rapid transit to Short Pump and constructing a soccer stadium on West Broad Street on the site of a former Hyatt House. Mr. Vithoukaskas pointed out this tax is primarily dedicated to financing the debt service and operations of the Richmond Convention Center as set forth in the Code of Virginia. Any revenues from the tax that are returned to the County are being invested in projects related to sports tourism.

Laura Pilati, a resident of the Fairfield District, pointed out safety and visibility challenges faced by bicycle commuters. She asked the Board to allocate additional funding in upcoming budgets for bicycle lanes and paved trails.

### GENERAL AGENDA

290-17            Resolution - Authorizing the Reimbursement from the Proceeds of Bonds to be Issued by the County of Henrico, Virginia, of Expenditures for Various Public Improvement Projects to be Made in Advance of the Issuance of Such Bonds.

Mr. Rapisarda responded to a question from Mrs. O'Bannon.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

291-17            Introduction of Ordinance - To Add a New Section 20-83 Titled "Exemption for property of surviving spouses of certain persons killed in the line of duty" to Chapter 20 of the Code of the County of Henrico to Provide a Real Estate Tax Exemption for Property of Surviving Spouses of Certain Public Safety Personnel Killed in the Line of Duty.

On motion of Mr. Branin, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached introduction of ordinance.

292-17            Resolution - Award of Contract - Architectural and Engineering Services - Circuit Court Renovations - Brookland District.

On motion of Mrs. Lynch, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

293-17            Resolution - Award of Construction Contract - Maintenance and Construction Services for Filter Cells - Varina District.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

294-17            Resolution - Award of Construction Contract - Wistar Road Sidewalk & Drainage Improvements Project (UPC 105647) - Brookland District.

Steve Yob, Director of Public Works responded to a question from Mrs. O'Bannon.

On motion of Mrs. Lynch, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

295-17 Resolution - Award of Engineering Services Contract - Azalea Avenue Pedestrian and Signal Improvements (UPC 106299) - Fairfield District.

Steve Yob, Director of Public Works, showed an area map depicting the proposed improvements. He responded to a question from Mrs. O'Bannon regarding this item.

On motion of Mr. Thornton, seconded by Mrs. Lynch, and by unanimous vote, the Board approved this item – see attached resolution.

296-17 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation - I-64 at Gaskins Road Interchange Modification Report (UPC 111732) - Three Chopt and Tuckahoe Districts.

Mr. Yob responded to a question from Mrs. O'Bannon.

On motion of Mr. Branin, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

297-17 Resolution - Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation Revenue Sharing Program for FY 2018-2019 and FY 2019-20.

Mr. Yob showed a map identifying the location of 13 revenue sharing projects currently being funded through this program. He responded to questions from Mrs. O'Bannon.

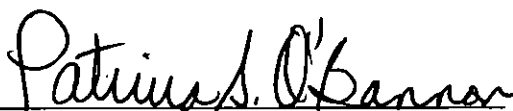
On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

298-17 Resolution - Acceptance of Roads - Brookland and Three Chopt Districts.

Mr. Yob responded to questions from the Board.

On motion of Mr. Branin, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

There being no further business, the meeting was adjourned at 9:02 p.m.

  
Chairman, Board of Supervisors  
Henrico County, Virginia





**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 281-17

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**Agenda Title: RESOLUTION - Resignation of Member - Community Criminal Justice Board**

|  |   |   |
|--|---|---|
| For Clerk's Use Only:<br>Date: <u>11/14/2017</u><br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Amended<br><input type="checkbox"/> Deferred to: | <b>BOARD OF SUPERVISORS ACTION</b><br>Moved by (1) <u>Nelson</u> Seconded by (1) <u>Thornton</u><br>(2)<br>REMARKS: <b>APPROVED</b> | YES   NO   OTHER<br>Branin, T. <u>✓</u> —    —<br>Nelson, T. <u>✓</u> —    —<br>O'Bannon, P. <u>✓</u> —    —<br>Thornton, F. <u>✓</u> —    —<br>Lynch, C. <u>✓</u> —    — |
|--|---|---|

**WHEREAS**, on June 18, 2016, Judge Randall G. Johnson, Jr., was reappointed to the Community Criminal Justice Board (the "CCJB") as the Henrico Juvenile and Domestic Relations District Court representative for a two-year term beginning July 1, 2016, and expiring June 30, 2018; and

**WHEREAS**, Judge Johnson submitted his resignation from the CCJB by correspondence dated October 20, 2017, and directed to the Honorable Patricia S. O'Bannon, Chairman of the Board of Supervisors.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, accepts the resignation of Judge Randall G. Johnson, Jr., from the Community Criminal Justice Board.

By Agency Head \_\_\_\_\_ By County Manager [Signature]  
 Routing: Yellow to: \_\_\_\_\_ Certified: \_\_\_\_\_  
 Copy to: \_\_\_\_\_ A Copy Teste: \_\_\_\_\_ Clerk, Board of Supervisors  
 Date: \_\_\_\_\_



## COMMONWEALTH of VIRGINIA

Margaret W. Deglau, Judge  
Rondelle D. Herman, Judge  
Randall G. Johnson, Jr., Judge  
Denis F. Soden, Judge  
Stuart L. Williams, Jr., Judge

*Juvenile And Domestic Relations District Court*

Shanda R. Ellis, Clerk

COUNTY OF HENRICO

4201 EAST PARHAM ROAD AT DIXON POWERS DRIVE

P. O. BOX 90775,

HENRICO, VIRGINIA 23273-0775

(804) 501-4688

(804) 501-4756 (FAX)

<http://www.co.henrico.va.us/jdrcourt>

October 20, 2017

The Honorable Patricia S. O'Bannon  
Chairman  
Henrico County Board of Supervisors  
P.O. Box 90775  
Henrico, Virginia 23273-7032

Dear Ms. O'Bannon:

Please accept this letter as my resignation from the Henrico Community Criminal Justice Board ("Board"). My resignation is necessitated by my involvement as the presiding judge of our juvenile drug court docket which meets weekly on the same day and hour as the monthly Board meeting. I have valued my involvement with the Board and working with an exceptional group of professionals and citizens. The Board is in good hands and will undoubtedly continue to positively impact the criminal justice community in Henrico. To this end my colleague Judge Soden has agreed to take my place on the Board.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Randall G. Johnson, Jr.", written in a cursive style.

Randall G. Johnson, Jr.  
Judge

Cc: Barry R. Lawrence, Clerk of the Board of Supervisors  
Dr. James L. Sailes  
Gary Hughes  
Judge Denis F. Soden  
Judge Stuart L. Williams

RGJ/jrs



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 282-17

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**Agenda Title: RESOLUTION – Appointment of Member – Community Criminal Justice Board**

|   |   |   |       |     |    |       |                   |          |  |  |                   |          |  |  |                     |          |  |  |                     |          |  |  |                  |          |  |  |
|---|---|---|-------|-----|----|-------|-------------------|----------|--|--|-------------------|----------|--|--|---------------------|----------|--|--|---------------------|----------|--|--|------------------|----------|--|--|
| <p>For Clerk’s Use Only:</p> <p>Date: <u>11/14/2017</u></p> <p><input checked="" type="checkbox"/> Approved<br/> <input type="checkbox"/> Denied<br/> <input type="checkbox"/> Amended<br/> <input type="checkbox"/> Deferred to:</p> | <p align="center"><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) <u>Branin</u> Seconded by (1) <u>Nelson</u><br/> (2) _____ (2) _____</p> <p>REMARKS: <b>APPROVED</b></p> | <table> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td><b>Branin, T.</b></td> <td align="center"><u>✓</u></td> <td></td> <td></td> </tr> <tr> <td><b>Nelson, T.</b></td> <td align="center"><u>✓</u></td> <td></td> <td></td> </tr> <tr> <td><b>O’Bannon, P.</b></td> <td align="center"><u>✓</u></td> <td></td> <td></td> </tr> <tr> <td><b>Thornton, F.</b></td> <td align="center"><u>✓</u></td> <td></td> <td></td> </tr> <tr> <td><b>Lynch, C.</b></td> <td align="center"><u>✓</u></td> <td></td> <td></td> </tr> </table> |       | YES | NO | OTHER | <b>Branin, T.</b> | <u>✓</u> |  |  | <b>Nelson, T.</b> | <u>✓</u> |  |  | <b>O’Bannon, P.</b> | <u>✓</u> |  |  | <b>Thornton, F.</b> | <u>✓</u> |  |  | <b>Lynch, C.</b> | <u>✓</u> |  |  |
|   | YES   | NO  | OTHER |     |    |       |                   |          |  |  |                   |          |  |  |                     |          |  |  |                     |          |  |  |                  |          |  |  |
| <b>Branin, T.</b>   | <u>✓</u>  |   |       |     |    |       |                   |          |  |  |                   |          |  |  |                     |          |  |  |                     |          |  |  |                  |          |  |  |
| <b>Nelson, T.</b>   | <u>✓</u>  |   |       |     |    |       |                   |          |  |  |                   |          |  |  |                     |          |  |  |                     |          |  |  |                  |          |  |  |
| <b>O’Bannon, P.</b>   | <u>✓</u>  |   |       |     |    |       |                   |          |  |  |                   |          |  |  |                     |          |  |  |                     |          |  |  |                  |          |  |  |
| <b>Thornton, F.</b>   | <u>✓</u>  |   |       |     |    |       |                   |          |  |  |                   |          |  |  |                     |          |  |  |                     |          |  |  |                  |          |  |  |
| <b>Lynch, C.</b>  | <u>✓</u>  |   |       |     |    |       |                   |          |  |  |                   |          |  |  |                     |          |  |  |                     |          |  |  |                  |          |  |  |

**BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, appoints the following person to the Community Criminal Justice Board for an unexpired term ending June 30, 2018, or thereafter, when his successor shall have been appointed and qualified:

Denis F. Soden, Judge, Henrico Juvenile and Domestic Relations District Court

By Agency Head \_\_\_\_\_ By County Manager [Signature]

Routing: \_\_\_\_\_ Certified: \_\_\_\_\_  
Yellow to: \_\_\_\_\_ A Copy Tests: \_\_\_\_\_ Clerk, Board of Supervisors  
Copy to: \_\_\_\_\_ Date: \_\_\_\_\_



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 283-17

Page No. 1 of 1

**Agenda Title: RESOLUTION – Appointment of Members to the Board of Directors – Economic Development Authority**

| For Clerk's Use Only:<br>Date: <u>11/14/2017</u><br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Amended<br><input type="checkbox"/> Deferred to: | <b>BOARD OF SUPERVISORS ACTION</b><br>Moved by (1) <u>Shover</u> Seconded by (1) <u>Lynch</u><br>(2) _____ (2) _____<br>REMARKS: <u>APPROVED</u> | <table border="0"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>Branin, T.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td><u>Lynch, C</u></td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> </tbody> </table> |                          | YES | NO | OTHER | Branin, T. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nelson, T. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | O'Bannon, P. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Thornton, F. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <u>Lynch, C</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|--|--|--|--------------------------|-----|----|-------|------------|-------------------------------------|--------------------------|--------------------------|------------|-------------------------------------|--------------------------|--------------------------|--------------|-------------------------------------|--------------------------|--------------------------|--------------|-------------------------------------|--------------------------|--------------------------|-----------------|-------------------------------------|--------------------------|--------------------------|
|  | YES  | NO   | OTHER                    |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                 |                                     |                          |                          |
| Branin, T.   | <input checked="" type="checkbox"/>  | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                 |                                     |                          |                          |
| Nelson, T.   | <input checked="" type="checkbox"/>  | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                 |                                     |                          |                          |
| O'Bannon, P.   | <input checked="" type="checkbox"/>  | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                 |                                     |                          |                          |
| Thornton, F.   | <input checked="" type="checkbox"/>  | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                 |                                     |                          |                          |
| <u>Lynch, C</u>  | <input checked="" type="checkbox"/>  | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                 |                                     |                          |                          |

**BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Board of Directors of the Economic Development Authority for four-year terms expiring November 13, 2021, or thereafter, when their successors shall have been appointed and qualified:

Fairfield District  
Tuckahoe District

Harold D. Parker, Jr.  
Edward S. Whitlock, III

By Agency Head \_\_\_\_\_ By County Manager [Signature]

Routing:  
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Copy to: \_\_\_\_\_

Certified:  
A Copy Teste: \_\_\_\_\_  
Clerk, Board of Supervisors

Date: \_\_\_\_\_



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 286-17  
Page No. 1 of 1

Agenda Title: ORDINANCE – To Amend and Reordain Sections 5-49, 5-50, and 5-53 of the Code of the County of Henrico Titled, Respectively, "Required; tax year; amount of tax; exemptions from tax," "Due date for payment of tax," and "Application for license; issuance" to Allow Dog Owners to Obtain Lifetime Dog Licenses

| <p>For Clerk's Use Only:</p> <p>Date: <u>11/14/2017</u></p> <p><input checked="" type="checkbox"/> Approved<br/><input type="checkbox"/> Denied<br/><input type="checkbox"/> Amended<br/><input type="checkbox"/> Deferred to:</p> | <p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>Nelson</u> Seconded by (1) <u>Bramin</u><br/>(2) _____ (2) _____</p> <p>REMARKS: <b>APPROVED</b></p> | <table><thead><tr><th></th><th>YES</th><th>NO</th><th>OTHER</th></tr></thead><tbody><tr><td>Bramin, T.</td><td><input checked="" type="checkbox"/></td><td>_____</td><td>_____</td></tr><tr><td>Nelson, T.</td><td><input checked="" type="checkbox"/></td><td>_____</td><td>_____</td></tr><tr><td>O'Bannon, P.</td><td><input checked="" type="checkbox"/></td><td>_____</td><td>_____</td></tr><tr><td>Thornton, F.</td><td><input checked="" type="checkbox"/></td><td>_____</td><td>_____</td></tr><tr><td>Lynch, C.</td><td><input checked="" type="checkbox"/></td><td>_____</td><td>_____</td></tr></tbody></table> |       | YES | NO | OTHER | Bramin, T. | <input checked="" type="checkbox"/> | _____ | _____ | Nelson, T. | <input checked="" type="checkbox"/> | _____ | _____ | O'Bannon, P. | <input checked="" type="checkbox"/> | _____ | _____ | Thornton, F. | <input checked="" type="checkbox"/> | _____ | _____ | Lynch, C. | <input checked="" type="checkbox"/> | _____ | _____ |
|--|--|---|-------|-----|----|-------|------------|-------------------------------------|-------|-------|------------|-------------------------------------|-------|-------|--------------|-------------------------------------|-------|-------|--------------|-------------------------------------|-------|-------|-----------|-------------------------------------|-------|-------|
|  | YES  | NO  | OTHER |     |    |       |            |                                     |       |       |            |                                     |       |       |              |                                     |       |       |              |                                     |       |       |           |                                     |       |       |
| Bramin, T.   | <input checked="" type="checkbox"/>  | _____   | _____ |     |    |       |            |                                     |       |       |            |                                     |       |       |              |                                     |       |       |              |                                     |       |       |           |                                     |       |       |
| Nelson, T.   | <input checked="" type="checkbox"/>  | _____   | _____ |     |    |       |            |                                     |       |       |            |                                     |       |       |              |                                     |       |       |              |                                     |       |       |           |                                     |       |       |
| O'Bannon, P.   | <input checked="" type="checkbox"/>  | _____   | _____ |     |    |       |            |                                     |       |       |            |                                     |       |       |              |                                     |       |       |              |                                     |       |       |           |                                     |       |       |
| Thornton, F.   | <input checked="" type="checkbox"/>  | _____   | _____ |     |    |       |            |                                     |       |       |            |                                     |       |       |              |                                     |       |       |              |                                     |       |       |           |                                     |       |       |
| Lynch, C.  | <input checked="" type="checkbox"/>  | _____   | _____ |     |    |       |            |                                     |       |       |            |                                     |       |       |              |                                     |       |       |              |                                     |       |       |           |                                     |       |       |

After a duly advertised public hearing, the Board of Supervisors of Henrico County adopted the attached ordinance.

Comments: The Director of Finance recommends approval of this Board paper; the County Manager concurs.

By Agency Head Ned Smith By County Manager [Signature]

Routing:  
Yellow to: \_\_\_\_\_  
Copy to: \_\_\_\_\_

Certified: \_\_\_\_\_  
A Copy Teste: \_\_\_\_\_  
Clerk, Board of Supervisors

Date: \_\_\_\_\_

**ORDINANCE – To Amend and Reordain Sections 5-49, 5-50, and 5-53 of the Code of the County of Henrico Titled, Respectively, “Required; tax year; amount of tax; exemptions from tax,” “Due date for payment of tax,” and “Application for license; issuance” to Allow Dog Owners to Obtain Lifetime Dog Licenses**

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 5-49 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 5-49. Required; tax year; amount of tax; exemptions from tax.**

(a) It shall be unlawful for any person residing in the county, other than a releasing agency that has registered as such with the division of police, animal protection unit, to own a dog four months of age or older, unless such dog is licensed as required by this division. The licensing period for an individual dog license issued after ~~July 13, 2014~~ **November 14, 2017**, shall be equal to the dog's lifetime, but the license shall remain valid only as long as the dog's owner resides in the county and the dog's rabies vaccination is kept current and ~~run concurrently with the rabies vaccination effective period for that dog.~~ The licensing period for a kennel shall be for the calendar year, from January 1 to December 31. A dog license issued under this division is nonrefundable, nontransferable, and will not be prorated. The license tax is in addition to any fee due under this chapter for a dangerous dog registration certificate. The license tax shall be payable to the office of the director of finance or at such substitution as shall be designated by the director of finance, and shall be in the following amounts:

(1) For each dog, ~~\$10.00 for one year or less, or \$15.00 for more than one year.~~

. . . .

. . . .

2. That Section 5-50 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 5-50. Due date for payment of tax.**

(a) The license tax for an individual dog is due not later than 30 days after a dog has reached the age of four months, or not later than 30 days after an owner acquires a dog four months of age or older. Subsequently, the license tax for an individual dog

is due within 30 days of the expiration date on the license receipt, if the license is not a lifetime license. No subsequent license tax is due for a dog with a valid lifetime license. If the owner of a dog with a lifetime license removes his residency from the county, no license tax is due and the lifetime license is considered to be valid if the owner subsequently resumes residency in the county. If the owner of a dog with a lifetime license fails to keep current the dog's rabies vaccination, the license tax is due within 30 days of the expiration of the dog's rabies vaccination and a renewal of rabies vaccination after expiration shall not relieve the dog's owner of the obligation to pay the license tax or cause the license to become valid.

. . . .

3. That Section 5-53 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 5-53. Application for license; issuance.**

(a) Any person may obtain a dog license required by this division by making application to the director of finance of the county accompanied by the amount of license tax and certificate of vaccination as required in Code of Virginia, § 3.2-6521. The director of finance shall only have authority to license dogs of resident owners or custodians who reside within the boundary limits of the county, and may require information to this effect from any applicant. Upon receipt of proper application and the certificate of vaccination, the director of finance shall issue a license receipt for the amount of the license tax. The receipt shall state **(i)** the name and address of the owner or custodian of the dog, **(ii)** the date of payment, **(iii)** ~~the expiration date~~, the serial number of the tag, and **(iv)** whether the license is for a male, unsexed female, female or kennel. The metal license tags or plates for kennels shall be delivered with the receipt to the owner. The metal license tag issued for an individual dog after July 13, 2014 is a permanent tag. Once a permanent tag has been issued to an individual dog, additional metal license tags for that dog will be issued only pursuant to § 5-55. The information thus received shall be retained by the director of finance open to public inspection during the period for which such license is valid.

. . . .

4. That this ordinance shall be in full force and effect on and after its passage as provided by law.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 287-17

Page No. 1 of 2

**Agenda Title: RESOLUTION — Condemnation — Utility Easements — Kenmore Road — Upham Brook Trunk Sewer Project — Heirs or Successors of Arthur E. Wilton, John A. Wilton, Jr., and Robert H. Wilton — Brookland District**

|  |   |  |       |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                 |   |   |   |
|--|---|--|-------|-----|----|-------|------------|---|---|---|------------|---|---|---|--------------|---|---|---|--------------|---|---|---|-----------------|---|---|---|
| For Clerk's Use Only:<br>Date: <u>11/14/2017</u><br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Amended<br><input type="checkbox"/> Deferred to: | <b>BOARD OF SUPERVISORS ACTION</b><br>Moved by (1) <u>Branin</u> Seconded by (1) <u>Nelson</u><br>(2) _____<br>REMARKS: <b>APPROVED</b> | <table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Branin, T.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>Nelson, T.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>Thornton, F.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td><u>Lynch, C</u></td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> </table> |       | YES | NO | OTHER | Branin, T. | ✓ | — | — | Nelson, T. | ✓ | — | — | O'Bannon, P. | ✓ | — | — | Thornton, F. | ✓ | — | — | <u>Lynch, C</u> | ✓ | — | — |
|  | YES   | NO   | OTHER |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                 |   |   |   |
| Branin, T.   | ✓   | —  | —     |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                 |   |   |   |
| Nelson, T.   | ✓   | —  | —     |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                 |   |   |   |
| O'Bannon, P.   | ✓   | —  | —     |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                 |   |   |   |
| Thornton, F.   | ✓   | —  | —     |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                 |   |   |   |
| <u>Lynch, C</u>  | ✓   | —  | —     |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                 |   |   |   |

WHEREAS, the County needs to acquire a variable width permanent utility easement containing 1,989 sq. ft. and a temporary construction easement containing 1,582 sq. ft. (the "Easements") for the construction of the Upham Brook Trunk Sewer Project (the "Project") in the Brookland District across Tax Map Parcel 777-743-4758 owned by the heirs or successors of Arthur E. Wilton, John A. Wilton, Jr., and Robert H. Wilton (the "Owners"); and,

WHEREAS, the Project will construct a flow equalization system to prevent sanitary sewer overflows along Upham Brook during wet weather; and,

WHEREAS, the County has conducted an examination of title to the property and has diligently searched and cannot locate any Owner who can convey legal title to the Easements; and,

WHEREAS, the Board of Supervisors of Henrico County, Virginia (the "Board") desires to exercise the authority granted by the Code of Virginia (the "Code") to enter upon and take possession of the Easements and to construct the Project before the institution of condemnation proceedings; and,

WHEREAS, after advertisement in the *Richmond Times-Dispatch*, the Board held a public hearing pursuant to §15.2-1903 of the Code, at which time the Board declared its intent to enter and take the Easements across portions of the Owners' property for the Project.

NOW, THEREFORE, BE IT RESOLVED that:

- (1) The Board directs the County Manager and the County Attorney to take the necessary steps to acquire legal title to the Easements shown on a plat of survey made by Precision Measurements, Inc., dated November 21, 2014, last revised September 29, 2016, titled "Plat Showing a 20' Temporary Construction Easement and a Variable Width Permanent Utility Easement to be Acquired Through the Property of Arthur E. Wilton, John A. Wilton, Jr. & Robert H. Wilton," a copy of which is attached and marked Exhibit A.

By Agency Head       By County Manager

Routing: Yellow to: \_\_\_\_\_ Certified: \_\_\_\_\_  
 Copy to: \_\_\_\_\_ A Copy Tests: \_\_\_\_\_ Clerk, Board of Supervisors  
 Date: \_\_\_\_\_



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 287-17

Page No. 2 of 2

**Agenda Title: RESOLUTION — Condemnation — Utility Easements — Kenmore Road — Upham Brook Trunk Sewer Project — Heirs or Successors of Arthur E. Wilton, John A. Wilton, Jr., and Robert H. Wilton — Brookland District**

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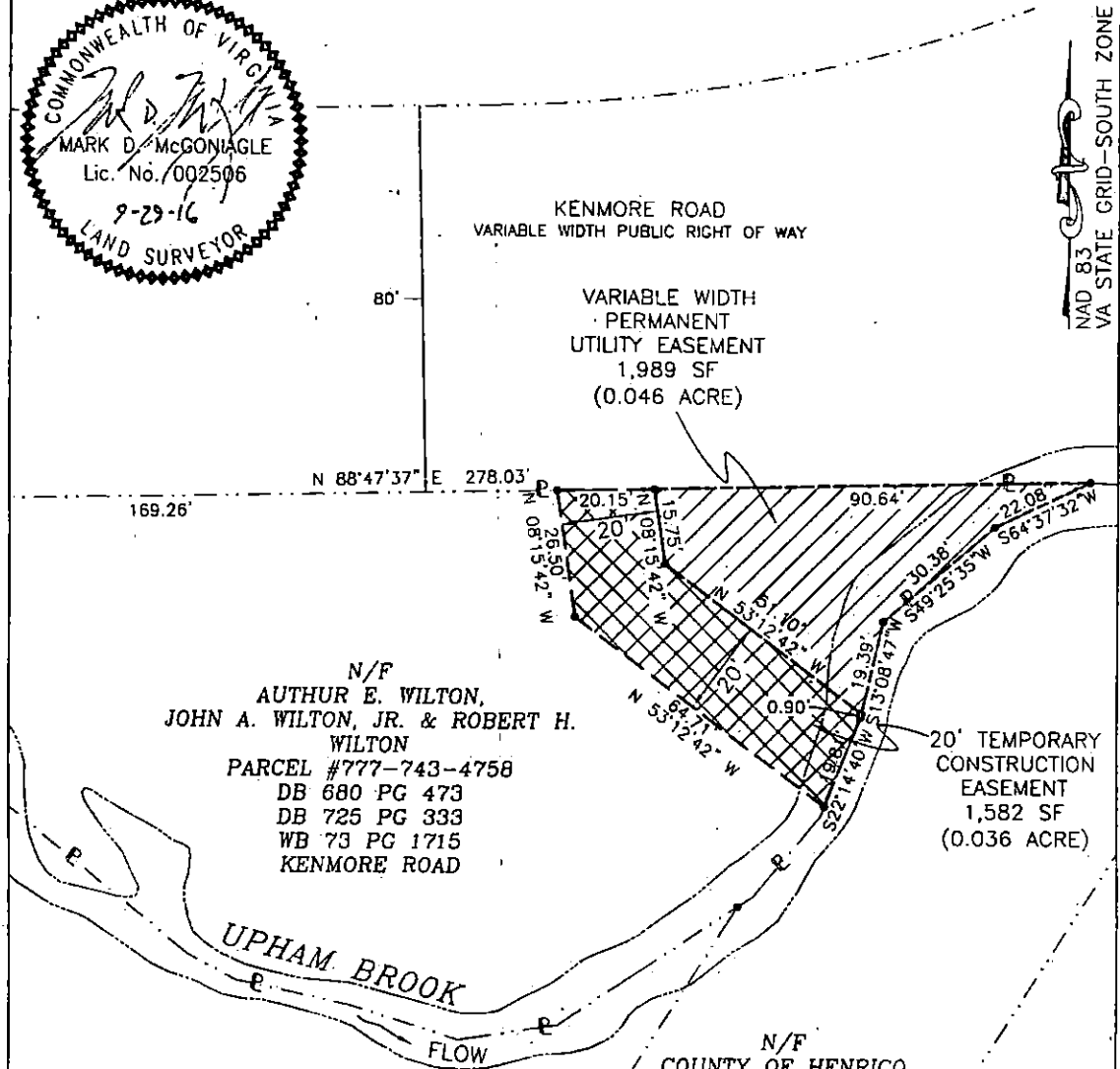
- (2) The Board (a) certifies that the acquisition of the Easements has been reviewed by the County for the purposes of complying with Code § 1-219.1; (b) approves the proposed public use by condemnation as required by Code § 15.2-1903; (c) declares its intent to enter upon and take possession of the Easements to construct the Project prior to the time in which a condemnation case can be filed and heard; and (d) declares a necessity to enter upon and take possession of the Easements to construct the Project prior to instituting condemnation proceedings.
- (3) The Board finds that a bona fide offer cannot be made pursuant to Code §§ 15.2-1901.1 and 25.1-204.A because the Owners are (i) unknown or (ii) cannot with reasonable diligence be found within the Commonwealth or (iii) cannot convey legal title to the Easements due to incapacity.
- (4) The County Attorney shall file in the Clerk's Office of the Circuit Court a certificate signed by the Chairman and Clerk of the Board and shall deposit \$100, the estimated fair market value of the Easements and the damage, if any, done to the residue of the property of the Owners listed below who are heirs or successors of Arthur E. Wilton, John A. Wilton, Jr., and Robert H. Wilton:
  1. Pamela W. Napier, Arthur E. Wilton, Jr., and Suzanne Stathos; the known heirs of Jeaneatte Reams Wilton
  2. The unknown heirs or successors of Mary H. Wilton
  3. The unknown heirs or successors of Beverly Lloyd Lambert
  4. The unknown heirs or successors of Bess Lloyd Turner
  5. The unknown heirs or successors of Robert Allison Lloyd, Jr.
  6. The unknown heirs or successors of George D. Wilton
  7. The unknown heirs or successors of James M. Wilton
  8. The unknown heirs or successors of Mary Anne Wilton Williams
  9. The unknown heirs or successors of Kathleen Wilton Bush
  10. Other unknown persons with an interest in the property
- (5) The Board authorizes and directs the County Manager and the County Attorney to seek a voluntary acquisition of the Easements if any Owner who can convey legal title to the Easements can be identified and located, to take all steps necessary to acquire the Easements, and to enter on and take immediate possession of the Easements.

Comments: The Real Property Department has been unable to locate any Owner who can convey legal title to the Easements. Therefore, the Directors of Public Utilities and Real Property recommend approval of this Board paper; the County Manager concurs.

**EXHIBIT A**

APPROVED FOR  
LOCATION  
AND DESIGN  
BY DPU WKS/B  
DATE 9-29-16

OWNER: N/F AUTHUR E. WILTON, JOHN A. WILTON, JR. & ROBERT H. WILTON  
DEED BOOK: 680 PAGE: 473, DEED BOOK: 725 PAGE: 333, WILL BOOK: 73 PAGE: 1715  
PARCEL NO. 777-743-4758



N/F  
AUTHUR E. WILTON,  
JOHN A. WILTON, JR. & ROBERT H.  
WILTON  
PARCEL #777-743-4758  
DB 680 PG 473  
DB 725 PG 333  
WB 73 PG 1715  
KENMORE ROAD

N/F  
WILLIAM BYRD PRESS INC.  
PARCEL #777-742-5090  
DB 1089 PG 1  
#2901 BYRDHILL ROAD PARCEL #777-743-4758

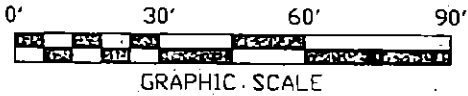
N/F  
COUNTY OF HENRICO  
PARCEL #777-743-5754  
DB 1068 PG 222  
#2819 KENMORE ROAD


TOTAL PARCEL ACREAGE = 19,819 SF (SURVEY)  
TOTAL AREA IN TEMPORARY CONSTRUCTION EASEMENT = 1,582 SF  
TOTAL AREA IN PERMANENT UTILITY EASEMENT = 1,989 SF

PLAT SHOWING A 20' TEMPORARY CONSTRUCTION EASEMENT AND A VARIABLE WIDTH PERMANENT UTILITY EASEMENT TO BE ACQUIRED THROUGH THE PROPERTY OF AUTHUR E. WILTON, JOHN A. WILTON, JR & ROBERT H. WILTON

BROOKLAND MAGISTERIAL DISTRICT,  
COUNTY OF HENRICO, VIRGINIA.

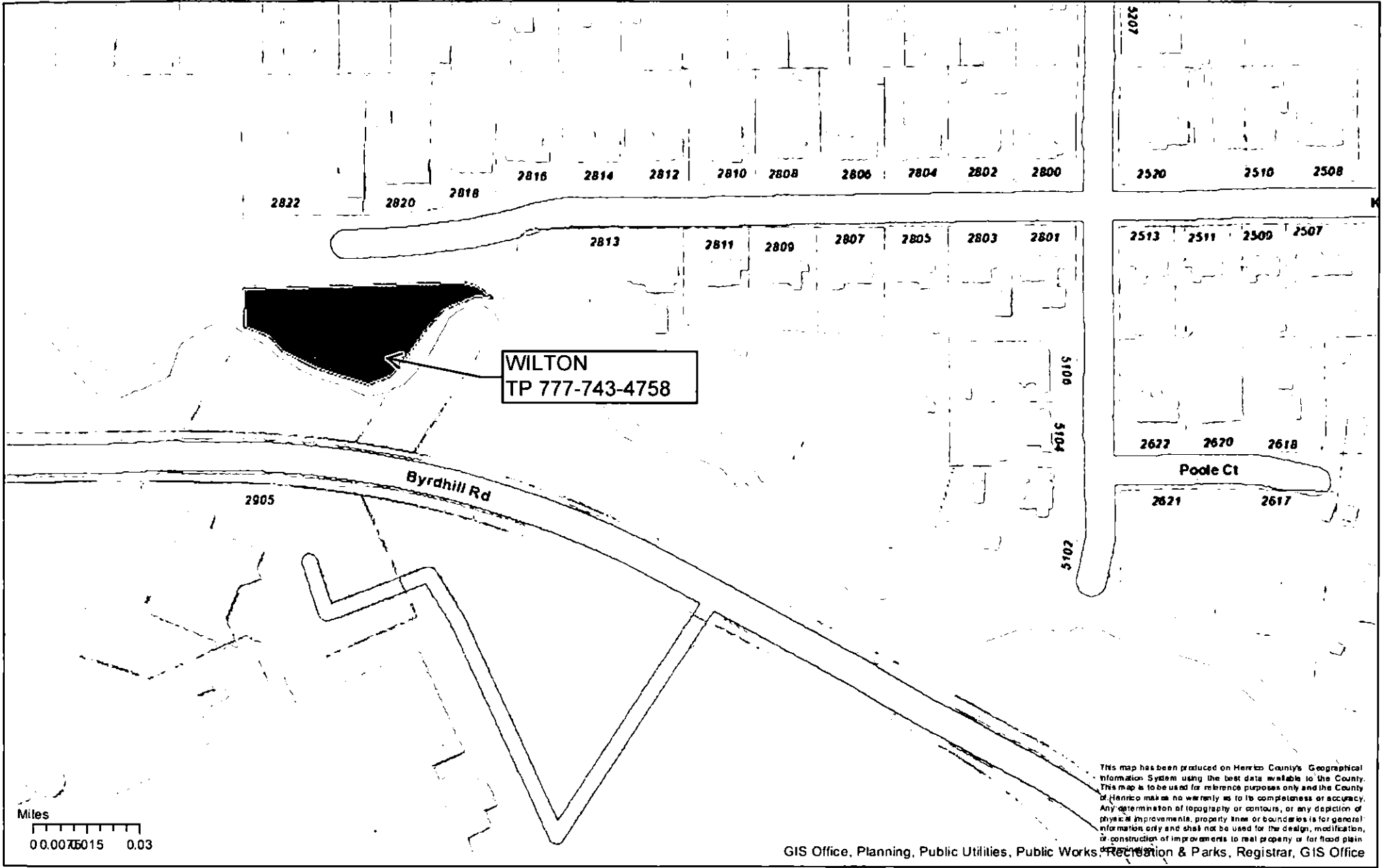
SCALE: 1" = 30' DATE: NOVEMBER 21, 2014  
REV: SEPTEMBER 29, 2016



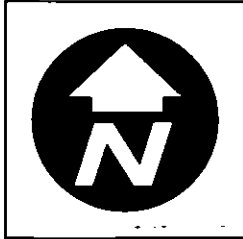
 PRECISION MEASUREMENTS, INC.  
1047 TECHNOLOGY PARK DRIVE  
GLEN ALLEN, VA 23059  
(T)804-340-5229 (F)804-340-5228

COUNTY FILE NO. \_\_\_\_\_  
PLAT NUMBER \_\_\_\_\_  
SHEET 1 OF 1  
RECORDED \_\_\_\_\_ DB \_\_\_\_\_ PG \_\_\_\_\_

NAD 83  
VA STATE GRID-SOUTH ZONE



GIS Office, Planning, Public Utilities, Public Works, Recreation & Parks, Registrar, GIS Office



**VICINITY MAP**  
**CONDEMNATION OF PERMANENT UTILITY AND TEMPORARY EASEMENTS**  
**WILTON - TP 777-743-4758**  
**BROOKLAND DISTRICT**





**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 288-17

Page No. 1 of 2

**Agenda Title: RESOLUTION — Condemnation — Utility Easements — Upham Brook Trunk Sewer Project — Successors of Tetra Associates, LLC and Tetra Acquisition, LLC — Fairfield District**

|   |  |  |                          |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |
|---|--|--|--------------------------|-----|----|-------|------------|-------------------------------------|--------------------------|--------------------------|------------|-------------------------------------|--------------------------|--------------------------|--------------|-------------------------------------|--------------------------|--------------------------|--------------|-------------------------------------|--------------------------|--------------------------|------------------|-------------------------------------|--------------------------|--------------------------|
| For Clerk's Use Only:<br>Date: <u>2/14/2017</u><br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Amended<br><input type="checkbox"/> Deferred to: | <b>BOARD OF SUPERVISORS ACTION</b><br>Moved by (1) <u>Thornton</u> Seconded by (1) <u>Lynch</u><br>(2) _____ (2) _____<br>REMARKS: <b>APPROVED</b> | <table border="0"> <tr> <td></td> <td align="center">YES</td> <td align="center">NO</td> <td align="center">OTHER</td> </tr> <tr> <td>Branin, T.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td><u>Lynch, C.</u></td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> </table> |                          | YES | NO | OTHER | Branin, T. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nelson, T. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | O'Bannon, P. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Thornton, F. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <u>Lynch, C.</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|   | YES  | NO   | OTHER                    |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |
| Branin, T.  | <input checked="" type="checkbox"/>  | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |
| Nelson, T.  | <input checked="" type="checkbox"/>  | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |
| O'Bannon, P.  | <input checked="" type="checkbox"/>  | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |
| Thornton, F.  | <input checked="" type="checkbox"/>  | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |
| <u>Lynch, C.</u>  | <input checked="" type="checkbox"/>  | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |

WHEREAS, the County needs to acquire three variable width permanent utility easements containing a total of 5,261 sq. ft. and two variable width temporary construction easements containing a total of 2,827 sq. ft. for construction of the Upham Brook Trunk Sewer Project (the "Project") in the Fairfield District across Tax Map Parcel 784-748-7974 owned by Tetra Associates, LLC; and,

WHEREAS, the County needs to acquire one variable width permanent utility easement containing 55,499 sq. ft. and one variable width temporary construction easement containing 21,943 sq. ft. for construction of the Project across Tax Map Parcel 783-748-5077 owned by Tetra Acquisition, LLC; and,

WHEREAS, the Project will construct a flow equalization system to prevent sanitary sewer overflows along Upham Brook during wet weather; and,

WHEREAS, the County has conducted examinations of title to the properties and has not been able to make a bona fide offer to purchase the easements because Tetra Associates, LLC and Tetra Acquisition, LLC are defunct and their successors are unknown; and,

WHEREAS, the easements described above are hereafter collectively referred to as the "Easements" and the successors in interest to Tetra Associates, LLC and Tetra Acquisition, LLC are hereinafter collectively referred as the "Owners"; and,

WHEREAS, the Board of Supervisors of Henrico County, Virginia (the "Board") desires to exercise the authority granted by the Code of Virginia (the "Code") to enter upon and take possession of the Easements and to construct the Project before the institution of condemnation proceedings; and,

WHEREAS, after advertisement in the *Richmond Times-Dispatch*, the Board held a public hearing pursuant to §15.2-1903 of the Code, at which time the Board declared its intent to enter and take the Easements across portions of the Owners' property for the Project.

By Agency Head  By County Manager

Routing: Yellow to: \_\_\_\_\_ Certified: \_\_\_\_\_  
 Copy to: \_\_\_\_\_ A Copy Teste: \_\_\_\_\_ Clerk, Board of Supervisors  
 Date: \_\_\_\_\_

**COUNTY OF HENRICO, VIRGINIA**  
**BOARD OF SUPERVISORS**  
**MINUTE**

Agenda Item No. 288-17

Page No. 2 of 2

**Agenda Title: RESOLUTION — Condemnation — Utility Easements — Upham Brook Trunk Sewer Project — Successors of Tetra Associates, LLC and Tetra Acquisition, LLC — Fairfield District**

---

NOW, THEREFORE, BE IT RESOLVED that:

- (1) The Board directs the County Manager and the County Attorney to take the necessary steps to acquire legal title to the Easements shown on a plat of survey made by Precision Measurements, Inc., dated June 5, 2014, last revised June 20, 2014, titled "Plat Showing Three Variable Width Permanent Utility Easements and Two Variable Width Temporary Construction Easements to be Acquired Through the Property of Tetra Associates, LLC," a copy of which is attached and marked Exhibit A.
- (2) The Board directs the County Manager and the County Attorney to take the necessary steps to acquire legal title to the Easements shown on a three-sheet plat of survey made by Precision Measurements, Inc., dated March 6, 2014, last revised August 30, 2017, titled "Plat Showing a Variable Width Permanent Utility Easement and a Variable Width Temporary Construction Easement to be Acquired Through the Property of Tetra Acquisition, LLC," a copy of which is attached and marked Exhibit B.
- (3) The Board (a) certifies that the acquisition of the Easements has been reviewed by the County for the purposes of complying with Code § 1-219.1; (b) approves the proposed public use by condemnation as required by Code §15.2-1903; (c) declares its intent to enter upon and take possession of the Easements to construct the Project prior to the time in which a condemnation case can be filed and heard; and (d) declares a necessity to enter upon and take possession of the Easements to construct the Project prior to instituting condemnation proceedings.
- (4) The Board finds that bona fide offers cannot be made pursuant to Code §§ 15.2-1901.1 and 25.1-204.A because the Owners are unknown.
- (5) The County Attorney shall file in the Clerk's Office of the Circuit Court two certificates signed by the Chairman and Clerk of the Board and shall deposit \$115 for Tetra Associates, LLC and \$1,227 for Tetra Acquisition, LLC, the total estimated fair market value of the Easements and the damage, if any, done to the residue of the property of the Owners listed below:
  1. The unknown successors of Tetra Associates, LLC
  2. The unknown successors of Tetra Acquisition, LLC
- (6) The Board authorizes and directs the County Manager and the County Attorney to seek a voluntary acquisition of the Easements if any Owner who can convey legal title to the Easements can be identified and located, to take all steps necessary to acquire the Easements, and to enter on and take immediate possession of the Easements.

**Comments: The Real Property Department has been unable to identify and locate any Owner who can convey legal title to the Easements. Therefore, the Directors of Public Utilities and Real Property recommend approval of this Board paper; the County Manager concurs.**

EXHIBIT "A"

OWNER: TETRA ASSOCIATES, LLC.  
 DEED BOOK: 3468 PAGE: 2684  
 PARCEL NO. 784-748-7974



| LINE | BEARING       | DISTANCE |
|------|---------------|----------|
| L1   | S 00°11'16" W | 24.29'   |
| L2   | S 88°54'59" E | 8.59'    |
| L3   | S 04°22'35" E | 7.89'    |
| L4   | S 04°22'35" E | 2.55'    |
| L5   | S 00°19'43" W | 21.83'   |
| L6   | N 89°48'44" W | 9.37'    |
| L7   | N 00°11'16" E | 24.34'   |
| L8   | N 89°57'47" W | 9.22'    |
| L9   | N 00°11'16" E | 8.03'    |

N/F  
 BROOK RUN 8A  
 ASSOCIATES L.L.C.  
 PARCEL #784-748-8298  
 DB-4649 PG 1830  
 #8020 BROOK ROAD

VARIABLE WIDTH  
 PERMANENT UTILITY  
 EASEMENT #2  
 229 SF  
 (0.005 ACRE)

VARIABLE WIDTH  
 TEMPORARY  
 CONSTRUCTION  
 EASEMENT #2  
 2,756 SF  
 (0.063 ACRE)

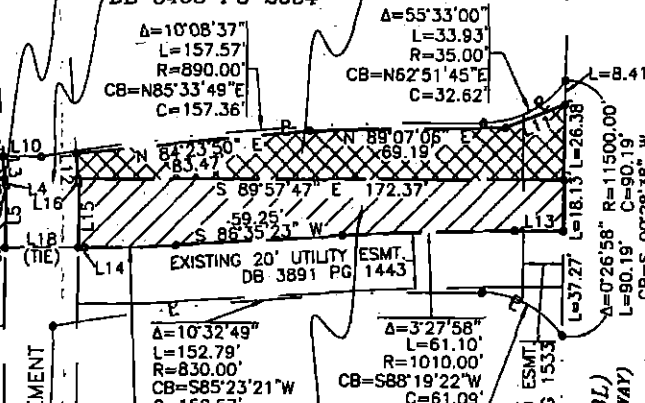
N/F  
 VILLAGE BANK  
 PARCEL #784-748-6386  
 DB 5022 PG 2331  
 #8010 BROOK ROAD

VARIABLE WIDTH  
 TEMPORARY  
 CONSTRUCTION  
 EASEMENT #1  
 71 SF  
 (0.002 ACRE)

N/F  
 TETRA ASSOCIATES, LLC.  
 PARCEL #784-748-7974  
 DB 3468 PG 2684

N/F  
 BROOK RUN  
 SOMERSET L.L.C.  
 PARCEL #784-748-2576  
 DB 4102 PG 982  
 #8000 BROOK ROAD

VAR. WIDTH  
 PERM. UTILITY  
 ESMT #1  
 1,452 SF  
 (0.033 ACRE)



| LINE | BEARING       | DISTANCE |
|------|---------------|----------|
| L10  | S 88°54'59" E | 13.51'   |
| L11  | N 68°44'37" E | 22.61'   |
| L12  | N 04°22'35" W | 8.88'    |
| L13  | N 89°58'39" W | 17.28'   |
| L14  | N 89°48'44" W | 2.42'    |
| L15  | N 00°19'43" E | 22.83'   |
| L16  | N 04°22'35" W | 1.61'    |
| L17  | S 89°48'44" E | 20.00'   |
| L18  | S 89°48'44" E | 26.00'   |

VARIABLE  
 WIDTH  
 PERMANENT  
 UTILITY  
 EASEMENT #3  
 3,580 SF  
 (0.082 ACRE)

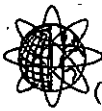
N/F  
 VILLAGE BANK  
 PARCEL #784-748-3728  
 DB 5022 PG 2331  
 #5912 BROOK ROAD

N/F  
 TETRA ASSOCIATES, LLC.  
 PARCEL #784-748-7974  
 DB 3468 PG 2684

PARCEL #784-748-7974  
 TOTAL PARCEL ACREAGE = 1.142 ACRES (ASSESSORS)  
 TOTAL AREA IN PERMANENT UTILITY EASEMENT = 5,261 SF  
 TOTAL AREA IN TEMPORARY CONSTRUCTION EASEMENT = 2,827 SF  
 PLAT SHOWING THREE VARIABLE WIDTH PERMANENT  
 UTILITY EASEMENTS AND TWO VARIABLE WIDTH  
 TEMPORARY CONSTRUCTION EASEMENTS TO BE ACQUIRED  
 THROUGH THE PROPERTY OF TETRA ASSOCIATES, LLC.  
 FAIRFIELD MAGISTERIAL DISTRICT,  
 COUNTY OF HENRICO, VIRGINIA.



SCALE: 1"=50' DATE: JUNE 5, 2014 REV: JUNE 20, 2014



PRECISION MEASUREMENTS, INC.  
 1047 TECHNOLOGY PARK DRIVE  
 GLEN ALLEN, VA 23059  
 (T)804-340-5229 (F)804-340-5228

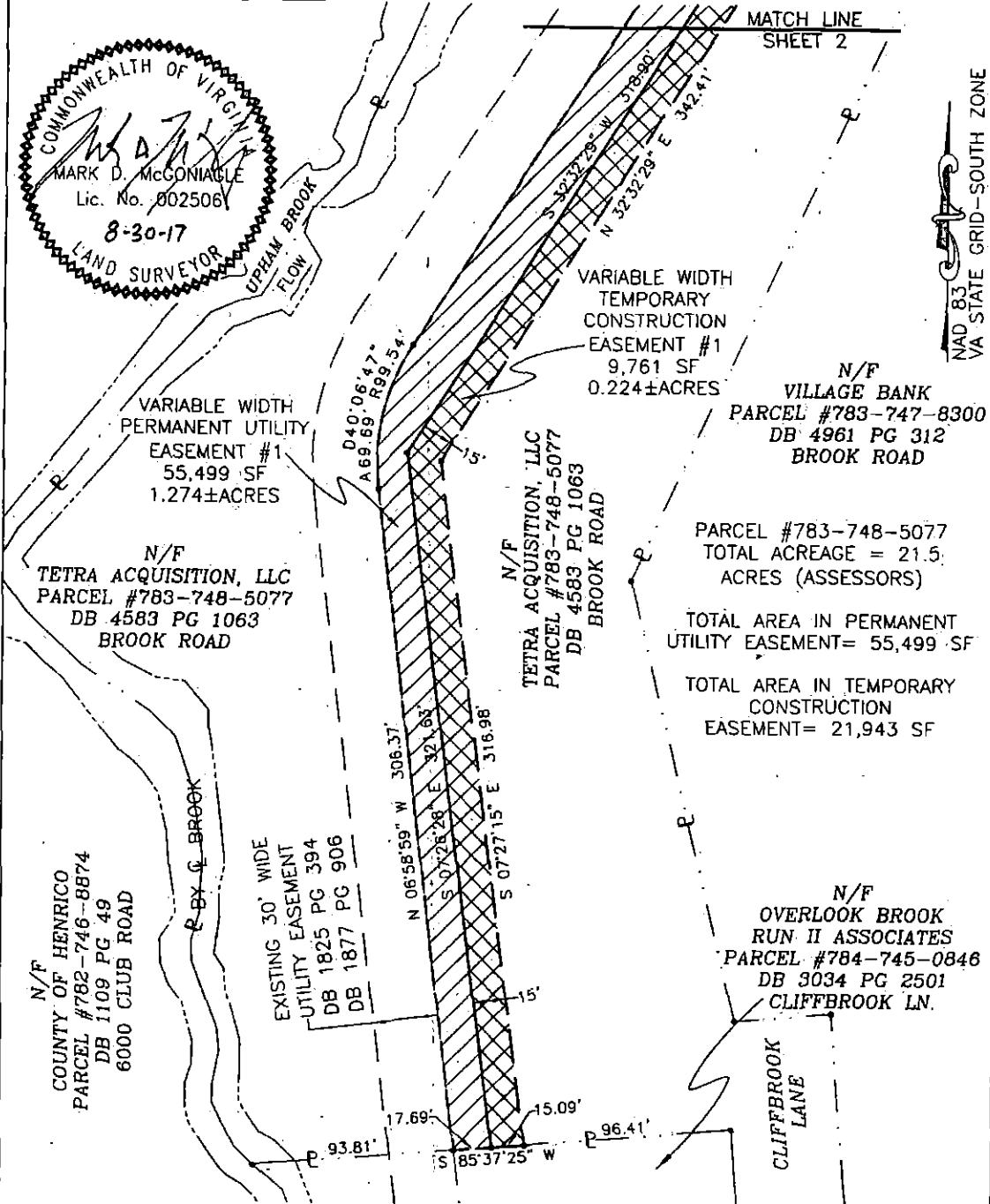
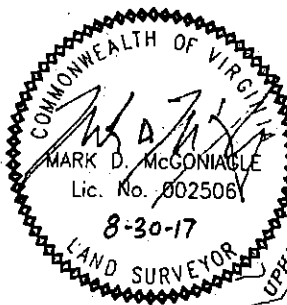
COUNTY FILE NO. \_\_\_\_\_  
 PLAT NUMBER \_\_\_\_\_  
 SHEET 1 OF 1  
 RECORDED \_\_\_\_\_ DB \_\_\_\_\_ PG \_\_\_\_\_

BROOK ROAD (ROUTE 1-SBL)  
 (VARIABLE WIDTH PUBLIC RIGHT OF WAY)  
 NAD 83  
 VA STATE GRID-SOUTH ZONE

EXHIBIT "B"

APPROVED FOR  
LOCATION  
AND DESIGN  
BY DPU WJS  
DATE 8/31/17

OWNER: TETRA ACQUISITION, LLC  
DEED BOOK: 4583 PAGE: 1063  
PARCEL NO. 783-748-5077



N/F  
VILLAGE BANK  
PARCEL #783-747-8300  
DB 4961 PG 312  
BROOK ROAD

PARCEL #783-748-5077  
TOTAL ACREAGE = 21.5  
ACRES (ASSESSORS)

TOTAL AREA IN PERMANENT  
UTILITY EASEMENT = 55,499 SF

TOTAL AREA IN TEMPORARY  
CONSTRUCTION  
EASEMENT = 21,943 SF

N/F  
COUNTY OF HENRICO  
PARCEL #782-746-8874  
DB 1109 PG 49  
6000 CLUB ROAD

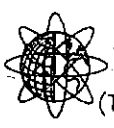
EXISTING 30' WIDE  
UTILITY EASEMENT  
DB 1825 PG 394  
DB 1877 PG 906

N/F  
OVERLOOK BROOK  
RUN II ASSOCIATES  
PARCEL #784-745-0846  
DB 3034 PG 2501  
CLIFFBROOK LN.

PLAT SHOWING A VARIABLE WIDTH  
PERMANENT UTILITY EASEMENT AND A VARIABLE  
WIDTH TEMPORARY CONSTRUCTION EASEMENT  
TO BE ACQUIRED THROUGH THE PROPERTY OF  
TETRA ACQUISITION, LLC IN  
FAIRFIELD MAGISTERIAL DISTRICT,  
COUNTY OF HENRICO, VIRGINIA.



GRAPHIC SCALE SCALE: 1"=60' DATE: MARCH 6, 2014 REV: AUG. 30, 2017



PRECISION MEASUREMENTS, INC.  
1047 TECHNOLOGY PARK DRIVE  
GLEN ALLEN, VA 23059  
(T)804-340-5229 (F)804-340-5228

COUNTY FILE NO. \_\_\_\_\_  
PLAT NUMBER \_\_\_\_\_  
SHEET 1 OF 3  
RECORDED \_\_\_\_\_ DB \_\_\_\_\_ PG \_\_\_\_\_

NAD 83  
VA STATE GRID-SOUTH ZONE

OWNER: TETRA ACQUISITION, LLC  
 DEED BOOK: 4583 PAGE: 1063  
 PARCEL NO. 783-748-5077

PARCEL #783-748-5077  
 TOTAL ACREAGE = 21.5 ACRES (ASSESSORS)  
 TOTAL AREA IN PERMANENT UTILITY EASEMENT = 55,499 SF  
 TOTAL AREA IN TEMPORARY CONSTRUCTION EASEMENT = 21,943 SF



N/F  
 COUNTY OF HENRICO  
 PARCEL #782-748-8946  
 DB 2133 PG 757  
 1600 HILLIARD ROAD

UPHAM BROOK  
 FLOW  
 N/F  
 TETRA ACQUISITION, LLC  
 PARCEL #783-748-5077  
 DB 4583 PG 1063  
 BROOK ROAD

EXISTING 30' WIDE  
 UTILITY EASEMENT  
 DB 1825 PG 394  
 DB 1877 PG 906

VARIABLE  
 WIDTH  
 PERMANENT  
 UTILITY EASEMENT #1  
 55,499 SF  
 1.274±ACRES

VARIABLE WIDTH  
 TEMPORARY  
 CONSTRUCTION  
 EASEMENT #2  
 12,182 SF  
 0.280±ACRES

N/F  
 TETRA ACQUISITION, LLC  
 PARCEL #783-748-5077  
 DB 4583 PG 1063  
 BROOK ROAD

N/F  
 VILLAGE BANK  
 PARCEL #783-747-8300  
 DB 4961 PG 312  
 BROOK ROAD

VARIABLE  
 WIDTH  
 TEMPORARY  
 CONSTRUCTION  
 EASEMENT #1  
 9,761 SF  
 0.224±ACRES

PLAT SHOWING A VARIABLE WIDTH  
 PERMANENT UTILITY EASEMENT AND A VARIABLE  
 WIDTH TEMPORARY CONSTRUCTION EASEMENT  
 TO BE ACQUIRED THROUGH THE PROPERTY OF  
 TETRA ACQUISITION, LLC IN  
 FAIRFIELD MAGISTERIAL DISTRICT,  
 COUNTY OF HENRICO, VIRGINIA.



GRAPHIC SCALE.

SCALE: 1"=60' DATE: MARCH 6, 2014 REV: AUG. 30, 2017



PRECISION MEASUREMENTS, INC.  
 1047 TECHNOLOGY PARK DRIVE  
 GLEN ALLEN, VA 23059  
 (T)804-340-5229 (F)804-340-5228

COUNTY FILE NO. \_\_\_\_\_  
 PLAT NUMBER \_\_\_\_\_  
 SHEET 2 OF 3  
 RECORDED \_\_\_\_\_ DB \_\_\_\_\_ PG \_\_\_\_\_

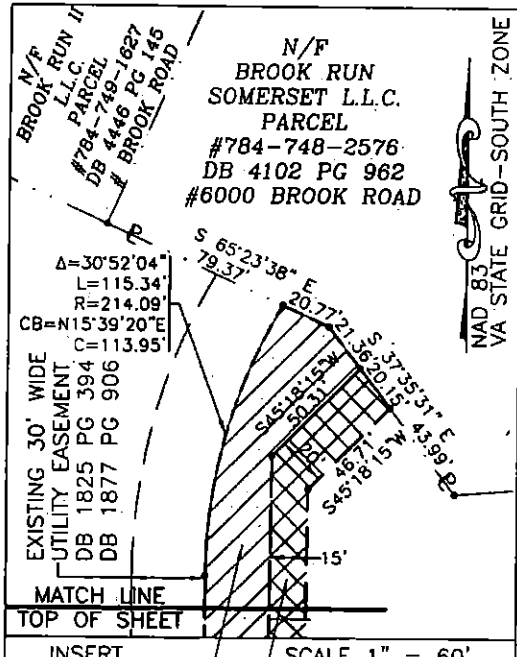
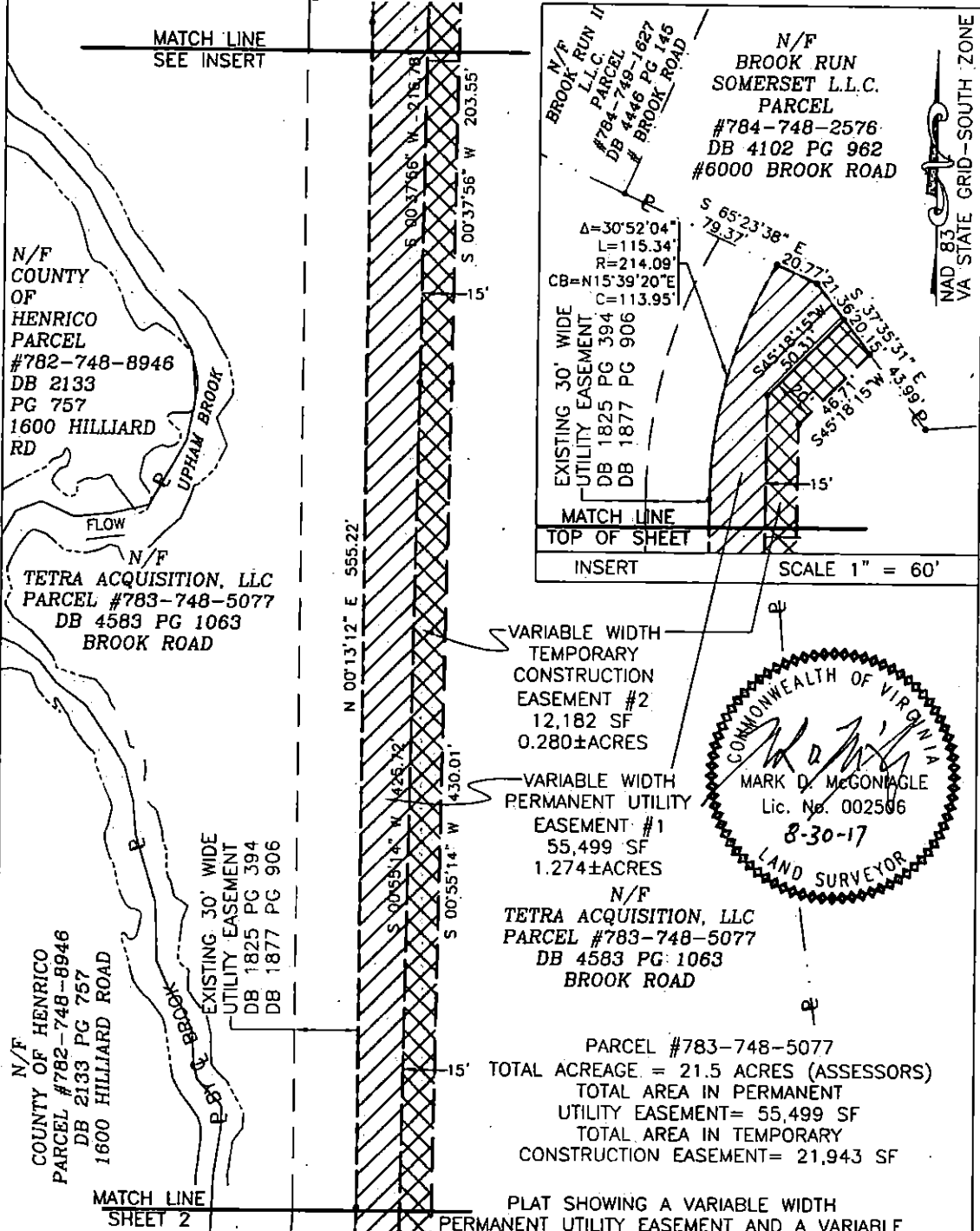
NAD 83  
 VA STATE GRID - SOUTH ZONE

MATCH LINE SHEET 3

MATCH LINE  
 SHEET 1

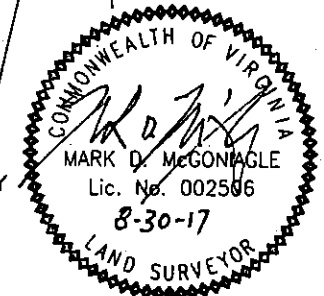


OWNER: TETRA ACQUISITION, LLC  
 DEED BOOK: 4583 PAGE: 1063  
 PARCEL NO. 783-748-5077



VARIABLE WIDTH  
 TEMPORARY  
 CONSTRUCTION  
 EASEMENT #2  
 12,182 SF  
 0.280±ACRES

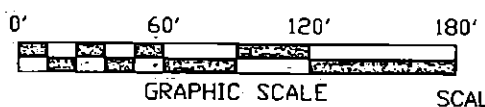
VARIABLE WIDTH  
 PERMANENT UTILITY  
 EASEMENT #1  
 55,499 SF  
 1.274±ACRES



N/F  
 TETRA ACQUISITION, LLC  
 PARCEL #783-748-5077  
 DB 4583 PG 1063  
 BROOK ROAD

PARCEL #783-748-5077  
 TOTAL ACREAGE = 21.5 ACRES (ASSESSORS)  
 TOTAL AREA IN PERMANENT  
 UTILITY EASEMENT = 55,499 SF  
 TOTAL AREA IN TEMPORARY  
 CONSTRUCTION EASEMENT = 21,943 SF

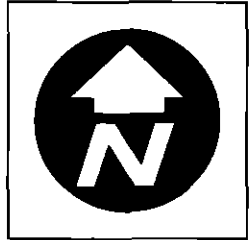
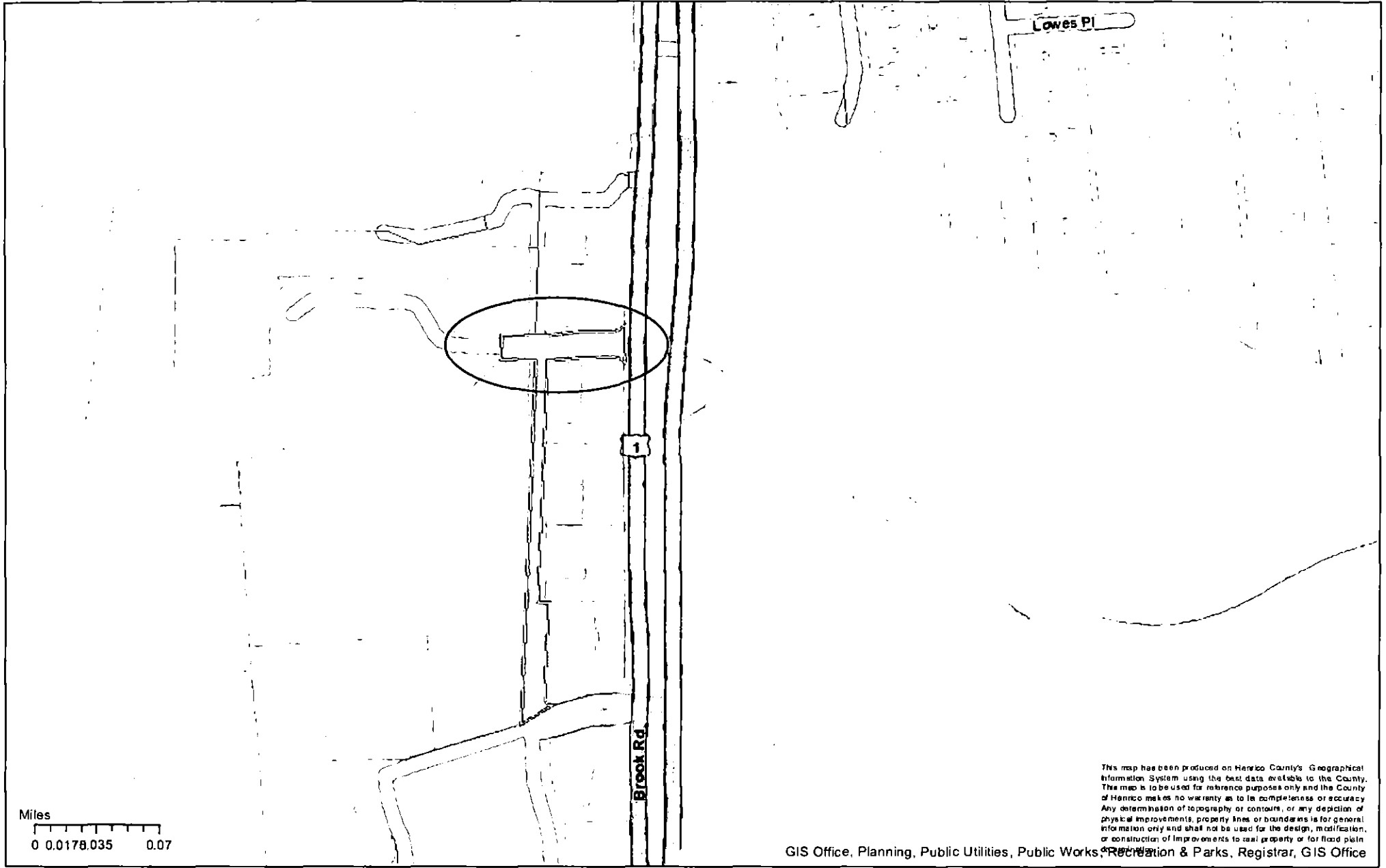
PLAT SHOWING A VARIABLE WIDTH  
 PERMANENT UTILITY EASEMENT AND A VARIABLE  
 WIDTH TEMPORARY CONSTRUCTION EASEMENT  
 TO BE ACQUIRED THROUGH THE PROPERTY OF  
 TETRA ACQUISITION, LLC IN  
 FAIRFIELD MAGISTERIAL DISTRICT,  
 COUNTY OF HENRICO, VIRGINIA.



GRAPHIC SCALE SCALE: 1"=60' DATE: MARCH 6, 2014 REV: AUG. 30, 2017

PRECISION MEASUREMENTS, INC.  
 1047 TECHNOLOGY PARK DRIVE  
 GLEN ALLEN, VA 23059  
 (T)804-340-5229 (F)804-340-5228

COUNTY FILE NO. \_\_\_\_\_  
 PLAT NUMBER \_\_\_\_\_  
 SHEET 3 OF 3  
 RECORDED \_\_\_\_\_ DB \_\_\_\_\_ PG \_\_\_\_\_



**VICINITY MAP**  
**CONDEMNATION OF PERMANENT UTILITY AND TEMPORARY EASEMENTS**  
**TETRA ASSOCIATES, LLC - TP 784-748-7974**  
**FAIRFIELD DISTRICT**





**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 289-17  
Page No. 1 of 1

**Agenda Title: RESOLUTION — Hearing of Necessity — Woodman Road Extended — Brookland and Fairfield Districts**

|  |  |   |                          |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |           |                                     |                          |                          |
|--|--|---|--------------------------|-----|----|-------|------------|-------------------------------------|--------------------------|--------------------------|------------|-------------------------------------|--------------------------|--------------------------|--------------|-------------------------------------|--------------------------|--------------------------|--------------|-------------------------------------|--------------------------|--------------------------|-----------|-------------------------------------|--------------------------|--------------------------|
| For Clerk's Use Only:<br>Date: <u>11/14/2017</u><br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Amended<br><input type="checkbox"/> Deferred to: | <b>BOARD OF SUPERVISORS ACTION</b><br>Moved by (1) <u>Lynch</u> Seconded by (1) <u>Branin</u><br>(2) _____ (2) _____<br>REMARKS: <b>APPROVED</b> | <table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Branin, T.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Lynch, C.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> |                          | YES | NO | OTHER | Branin, T. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nelson, T. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | O'Bannon, P. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Thornton, F. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lynch, C. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|  | YES  | NO  | OTHER                    |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |           |                                     |                          |                          |
| Branin, T.   | <input checked="" type="checkbox"/>  | <input type="checkbox"/>  | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |           |                                     |                          |                          |
| Nelson, T.   | <input checked="" type="checkbox"/>  | <input type="checkbox"/>  | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |           |                                     |                          |                          |
| O'Bannon, P.   | <input checked="" type="checkbox"/>  | <input type="checkbox"/>  | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |           |                                     |                          |                          |
| Thornton, F.   | <input checked="" type="checkbox"/>  | <input type="checkbox"/>  | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |           |                                     |                          |                          |
| Lynch, C.  | <input checked="" type="checkbox"/>  | <input type="checkbox"/>  | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |           |                                     |                          |                          |

WHEREAS, on October 24, 2017, the Board of Supervisors approved a resolution scheduling a public hearing on November 14, 2017, to consider the need for constructing an extension of Woodman Road; and,

WHEREAS, the proposed extension would begin at the intersection of Greenwood Road and existing Woodman Road, proceed to the north and east on a new alignment to the eastern boundary of the existing Dominion Power Transmission right-of-way, and connect with the extension of Woodman Road that HHHunt will construct in conjunction with its development of River Mill; and,

WHEREAS, the Board has examined the report dated October 17, 2017, submitted by the Director of Public Works/County Engineer pursuant to section 33.2-707 of the Code of Virginia recommending that the necessity for the proposed extension be declared by the Board; and,

WHEREAS, after its Clerk gave the written notice required by section 33.2-710 of the Code of Virginia, the Board held a public hearing on November 14, 2017, at which time all interested citizens were given an opportunity to be heard; and,

WHEREAS, the Board is of the opinion that it is necessary to construct the proposed extension.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Henrico declares the necessity of the proposed extension of Woodman Road and authorizes its construction.

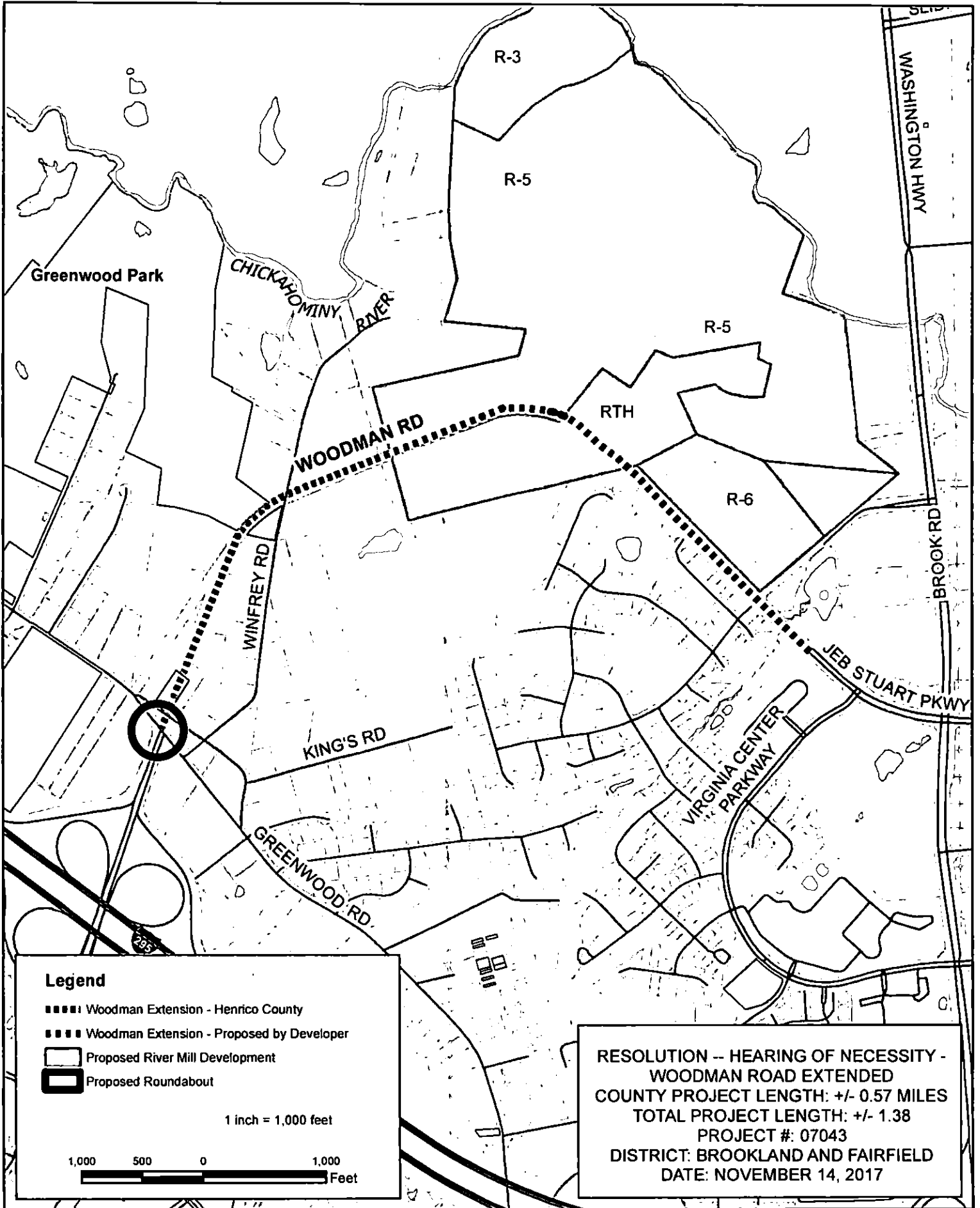
COMMENTS: The estimated total cost of this project is \$6.755 million. Funding shall be provided from the Capital Projects Fund. The Director of Public Works recommends approval of the Board paper, and the County Manager concurs.

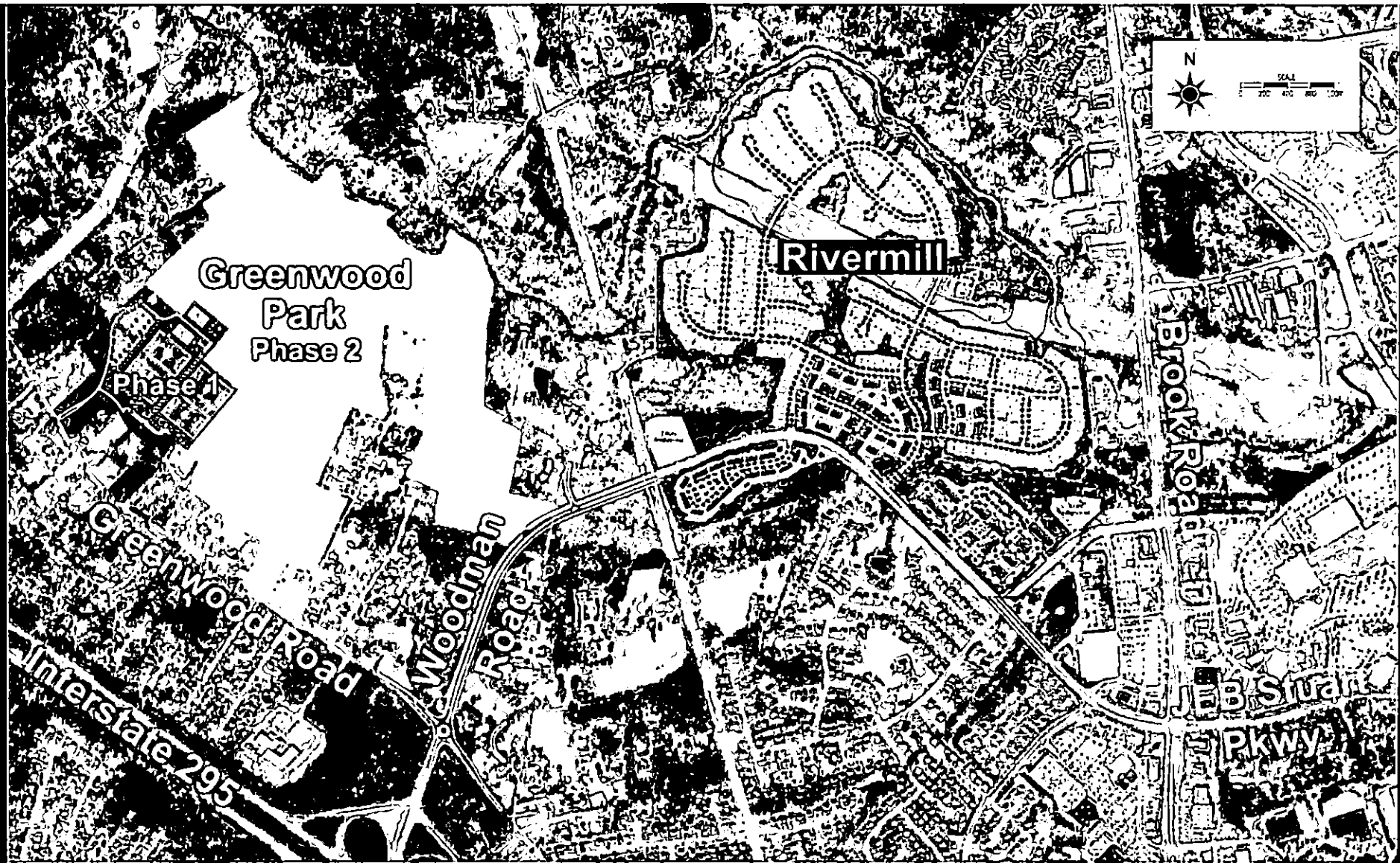
By Agency Head [Signature] By County Manager [Signature]

Routing: Yellow to: \_\_\_\_\_ Certified: \_\_\_\_\_  
 Copy to: \_\_\_\_\_ A Copy Teste: \_\_\_\_\_ Clerk, Board of Supervisors  
 Date: \_\_\_\_\_



# Woodman Road Extension

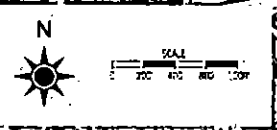




Greenwood  
Park  
Phase 2

Phase 1

Rivermill



Brook Road

JEB Stuart

Pkwy

Greenwood Road

Woodman Road

Interstate 295



PROPERTY OWNER & LEGAL NO.  
© COMPANY OF PROPERTY OWNER  
© THE NAME OF THE PROPERTY OWNER  
© THE NAME OF THE PROPERTY OWNER



001  
B. G. JONES JR, LLC  
DB 3893 PG 1923  
12.009 AC  
TAX MAP 776-169-9345

006  
MSO PROPERTIES, LLC  
DB 5210 PG 1482  
6.308 AC  
TAX MAP 777-770-397

004  
RICHARD A. MULLIS  
LINDA H. MULLIS  
DB 1137 PG 1812  
1.229 AC  
TAX MAP 777-769-5395

005  
EVIN L. GASKINS  
SANDRA G. GASKINS  
CHRISTOPHER J. TUREK  
DB 5334 PG 687  
TAC  
TAX MAP 777-169-5968

002  
B. G. JONES JR, LLC  
DB 3893 PG 1923  
12.009 AC  
TAX MAP 776-169-9345

WOODMAN ROAD

OLD GREENWOOD ROAD

E.L.R/M And United Access Per VDOT Plan \*02256-011-01 PG 204

E.L.R/M And United Access Per VDOT Plan \*02256-011-01 PG 204



N 24°02'12" E 250.47'  
IN 41°00'00" E 492.147'

N 4°00'07" E 307.71'  
S 4°00'47" E 294.71'  
S 24°03'57" W 402.47'  
E 41°00'00" W 492.147'  
IN 41°00'00" E 256.971'

IN 41°00'00" E 153.231'

S 5°00'00" E 588.271'  
S 5°36'30" W 153.941'

IN 50°59'30" E 113.01'  
N 50°49'14" E 111.50'

N 72°00'00" E 307.411'  
S 6°00'00" E 588.271'  
IN 36°32'30" W 402.47'

IN 57°45'20" W 402.47'  
S 5°36'30" W 153.941'  
IN 36°32'30" W 402.47'

S 5°36'30" W 153.941'







**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 290-17  
Page No. 1 of 1

**Agenda Title: RESOLUTION – Authorizing the Reimbursement from the Proceeds of Bonds to be Issued by the County of Henrico, Virginia, of Expenditures for Various Public Improvement Projects to be Made in Advance of the Issuance of Such Bonds**

For Clerk's Use Only:

Date: 11/14/2019

- Approved
- Denied
- Amended
- Deferred to:

**BOARD OF SUPERVISORS ACTION**

Moved by (1) Nelson Seconded by (1) Branin

REMARKS: **APPROVED**

YES NO OTHER

|              |                                     |                          |                          |
|--------------|-------------------------------------|--------------------------|--------------------------|
| Branin, T.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Nelson, T.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| O'Bannon, P. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Thornton, F. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Lynch, C.    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

The Board of Supervisors adopted the attached resolution.

Comments: This resolution was prepared by the County's New York bond counsel and has been reviewed and approved as to form by the County Attorney.

By Agency Head *Nelson*

By County Manager *[Signature]*

Routing:  
Yellow to: \_\_\_\_\_  
Copy to: \_\_\_\_\_

Certified:  
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Clerk, Board of Supervisors

Date: \_\_\_\_\_

**RESOLUTION - AUTHORIZING THE REIMBURSEMENT FROM THE PROCEEDS OF BONDS TO BE ISSUED BY THE COUNTY OF HENRICO, VIRGINIA, OF EXPENDITURES FOR VARIOUS PUBLIC IMPROVEMENT PROJECTS TO BE MADE IN ADVANCE OF THE ISSUANCE OF SUCH BONDS**

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE COUNTY OF HENRICO, VIRGINIA:

SECTION 1. The Board of Supervisors of the County of Henrico, Virginia (the "County"), hereby finds and determines as follows:

(a) The voters of the County at an election in the County held on November 8, 2016 approved the issuance of general obligation bonds of the County for the purpose of financing various public improvement projects including capital school improvements, library facilities, fire stations and facilities, recreation and parks facilities and road projects.

(b) The Board of Supervisors reasonably expects to issue, sell and deliver a portion of such general obligation bonds approved by the voters of the County at the election held on November 8, 2016, such bonds to be known and designated as the "Henrico County, Virginia, General Obligation Public Improvement Bonds" (the "Bonds"), with a series designation to be determined at the time of their issuance, for the purpose of financing capital school improvements, library facilities, fire stations and facilities, recreation and parks facilities and road projects, which may include, but are not limited to, improvements to the Richmond-Henrico Turnpike, construction of a new Fairfield library facility, and construction of a new Staples Mill fire facility (collectively, the "Projects").

(c) The Board of Supervisors has determined to authorize the reimbursement from the proceeds of the Bonds of expenditures for the Projects to be made in advance of the issuance of the Bonds. The Board of Supervisors reasonably expects that the aggregate principal amount of the Bonds to be issued for the purpose of reimbursement of expenditures for the Projects shall not exceed \$48,000,000.

SECTION 2. The Board of Supervisors hereby authorizes the County to make expenditures for the Projects in advance of the issuance and receipt of the proceeds of the Bonds and to reimburse such expenditures from the proceeds of the Bonds in an amount not to exceed \$48,000,000. The Board of Supervisors has a reasonable expectation that the County will reimburse such expenditures with the proceeds of the Bonds. The adoption of this Resolution shall be considered as a declaration of "official intent" within the meaning of Treasury Regulation Section 1.150-2 promulgated under the Internal Revenue Code of 1986. This declaration of official intent is being made not later than sixty (60) days after the payment of any expenditures contemplated by this Resolution to be reimbursed from the proceeds of the Bonds.

SECTION 3. This Resolution shall be in effect on and after the date of its adoption, November 14, 2017.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 291-17  
Page No. 1 of 1

**Agenda Title: INTRODUCTION OF ORDINANCE – To Add a New Section 20-83 Titled “Exemption for property of surviving spouses of certain persons killed in the line of duty” to Chapter 20 of the Code of the County of Henrico to Provide a Real Estate Tax Exemption for Property of Surviving Spouses of Certain Public Safety Personnel Killed in the Line of Duty**

|  |   |   |
|--|---|---|
| For Clerk's Use Only:  | <b>BOARD OF SUPERVISORS ACTION</b>  | YES NO OTHER  |
| Date: <u>11/14/2017</u>  | Moved by (1) <u>Branin</u> Seconded by (1) <u>Nelson</u><br>(2) _____ (2) _____ | Branin, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>Nelson, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>O'Bannon, P. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>Thornton, F. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>Lynch, C. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Amended<br><input type="checkbox"/> Deferred to: _____ | REMARK: <b>APPROVED</b>   |   |

The Clerk is directed to advertise, in the Richmond Times-Dispatch on November 21, 2017, and November 28, 2017, the following ordinance for a public hearing to be held at the Board Room on December 12, 2017, at 7:00 p.m.:

"AN ORDINANCE to add a new Section 20-83 titled "Exemption for property of surviving spouses of certain persons killed in the line of duty" to Chapter 20 of the Code of the County of Henrico to provide a real estate tax exemption for property of surviving spouses of certain public safety personnel killed in the line of duty. A copy of the full text of this ordinance shall be on file in the Office of the County Manager."

Comments: The Director of Finance recommends approval of this Board paper; the County Manager concurs.

By Agency Head Nel Smith By County Manager [Signature]

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 Clerk, Board of Supervisors  
 Date: \_\_\_\_\_

**BLACKLINE**

**ORDINANCE – To Add a New Section 20-83 Titled “Exemption for property of surviving spouses of certain persons killed in the line of duty” to Chapter 20 of the Code of the County of Henrico to Provide a Real Estate Tax Exemption for Property of Surviving Spouses of Certain Public Safety Personnel Killed in the Line of Duty**

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 20-83 be added to the Code of the County of Henrico as follows:

**Sec. 20-83. Exemption for property of surviving spouses of certain persons killed in the line of duty.**

**(a) Definitions. As used in this section:**

- (1) “Average assessed value” means the average assessed value for all dwellings located within the county that are situated on property zoned as single-family residential.**
- (2) “Covered person” means any person set forth in the definition of “deceased person” in Code of Virginia, § 9.1-400 whose beneficiary, as defined in Code of Virginia, § 9.1-400, is entitled to receive benefits under Code of Virginia, § 9.1-402, as determined by the Comptroller of Virginia prior to July 1, 2017, or as determined by the Virginia Retirement System on and after July 1, 2017.**

**(b) Exemption authorized; timing; refunds. For tax years beginning on or after January 1, 2017, the real property described in this section of the surviving spouse of any covered person who occupies the real property as his principal place of residence is exempt from taxation. If the covered person’s death occurred on or prior to January 1, 2017, and the surviving spouse has a principal residence on January 1, 2017, eligible for the exemption under this section, then the exemption for the surviving spouse shall begin on January 1, 2017. If the covered person’s death occurs after January 1, 2017, and the surviving spouse has a principal residence eligible for the exemption under this section on the date that such covered person dies, then the exemption for the surviving spouse shall begin on the date that such covered person dies. If the surviving spouse acquires the property after January 1, 2017, then the exemption shall begin on the date of acquisition, and the previous owner may be entitled to a refund for a pro rata portion of real property taxes paid**

entitled to a refund for a pro rata portion of real property taxes paid pursuant to Code of Virginia, § 58.1-3360. No interest shall be paid on any refund due to the surviving spouse for taxes paid prior to the surviving spouse's filing of the affidavit or written statement required by this section.

- (c) *Scope of exemption.* Those dwellings with assessed values in the most recently ended tax year that are not in excess of the average assessed value for such year shall qualify for a total exemption from real property taxes under this section. If the value of a dwelling is in excess of the average assessed value for such year, then only that portion of the assessed value in excess of the average assessed value shall be subject to real property taxes, and the portion of the assessed value that is not in excess of the average assessed value shall be exempt from real property taxes. Single-family homes, condominiums, town homes, manufactured homes as defined in Code of Virginia, § 46.2-100 whether or not the wheels and other equipment previously used for mobility have been removed, and other types of dwellings of surviving spouses, whether or not the land on which the single-family home condominium, town home, manufactured home, or other type of dwelling of a surviving spouse is located is owned by someone other than the surviving spouse, that (i) meet the requirements of this subsection and (ii) are occupied by such persons as their principal place of residence shall qualify for the real property tax exemption. If the land on which the single-family home, condominium, town home, manufactured home, or other type of dwelling is located is not owned by the surviving spouse, then the land is not exempt.
- (d) *Occupation as principal place of residence required; effect of remarriage or moving.* The surviving spouse shall qualify for the exemption so long as the surviving spouse does not remarry and continues to occupy the real property as his principal place of residence. The exemption applies without restriction on the spouse's moving to a different principal place of residence.
- (e) *Exemption for land upon which dwelling is situated; application of exemption to improvements other than a dwelling.* The exemption applies to (i) the qualifying dwelling, or that portion of the value of such dwelling and land that qualifies for the exemption pursuant to subsection (C), and (ii) with the exception of land not owned by the surviving spouse, the land, not exceeding ten acres, upon which it is situated. A real property improvement other than a dwelling, including the land upon which such improvement is situated, made to such land as is exempt from taxation under this section, shall also be exempt from taxation so long as the principal use of the improvement is (a) to house or cover motor vehicles or household goods and personal effects as classified in subdivision

(A)(14) of the Code of Virginia, § 58.1-3503 and as listed in Code of Virginia, § 58.1-3504 and (b) for other than a business purpose.

(f) Application to life estate, revocable inter vivos trust, irrevocable trust, leasehold, or term of years. For purposes of this section, real property of any surviving spouse of a covered person includes real property held (i) by a surviving spouse as a tenant for life, (ii) in a revocable inter vivos trust over which the surviving spouse holds the power of revocation, or (iii) in an irrevocable trust under which the surviving spouse possesses a life estate or enjoys continuing right of use or support. Such real property does not include any interest held under a leasehold or term of years.

(g) Effect of joint ownership.

(1) In the event that (i) a surviving spouse is entitled to an exemption under this section by virtue of holding the property in any of the three ways identified in clauses (i) through (iii) of subsection (F) and (ii) one or more other persons have an ownership interest in the property that permits them to occupy the property, then the tax exemption for the property that otherwise would have been provided shall be prorated by multiplying the amount of the exemption by a fraction the numerator of which is one and the denominator of which equals the total number of people having an ownership interest that permits them to occupy the property.

(2) In the event that the principal residence is jointly owned by two or more individuals, including the surviving spouse, and no person is entitled to the exemption under this section by virtue of holding the property in any of the three ways identified in clauses (i) through (iii) of subsection (F), then the exemption shall be prorated by multiplying the amount of the exemption by a fraction the numerator of which is the percentage of ownership interest in the dwelling held by the surviving spouse and the denominator of which is 100.

(h) Application for exemption; notification upon remarriage or change in principal place of residence. The surviving spouse claiming the exemption under this section shall file with the director of finance on forms supplied by the county an affidavit or written statement (i) setting forth the surviving spouse's name, (ii) indicating any other joint owners of the real property, (iii) certifying that the real property is occupied as the surviving spouse's principal place of residence, and (iv) including evidence of the determination of the Comptroller of Virginia or the Virginia Retirement System that the deceased is a covered person. The surviving spouse shall also provide documentation that he is the surviving spouse of a covered person and of the date that the covered

person died. The surviving spouse shall be required to refile the information required by this subsection only if the surviving spouse's principal place of residence changes. The surviving spouse shall promptly notify the director of finance of any remarriage.

(i) *Effect of absence from residence.* The fact that surviving spouses who are otherwise qualified for tax exemption pursuant to this section are residing in hospitals, nursing homes, convalescent homes, or other facilities for physical or mental care for extended periods of time shall not be construed to mean that the real estate for which tax exemption is sought does not continue to be the sole dwelling of such persons during such extended periods of other residence, so long as such real estate is not used by or leased to others for consideration.

2. That this ordinance shall be in full force and effect on and after its passage as provided by law.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 292-17

Page No. of

**Agenda Title: RESOLUTION — Award of Contract — Architectural and Engineering Services — Circuit Court Renovations — Brookland District**

|   |   |   |
|---|---|---|
| For Clerk's Use Only:<br>Date: 11/14/2017<br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Amended<br><input type="checkbox"/> Deferred to: | <b>BOARD OF SUPERVISORS ACTION</b>  | YES NO OTHER  |
|   | Moved by (1) <u>Lynch</u> Seconded by (1) <u>Thornton</u><br>(2) _____                      (2) _____ | Branin, T. <input checked="" type="checkbox"/> —      — |
| REMARKS: <b>APPROVED</b>  | Nelson, T. <input checked="" type="checkbox"/> —      —   |   |
|   | O'Bannon, P. <input checked="" type="checkbox"/> —      —   |   |
|   | Thornton, F. <input checked="" type="checkbox"/> —      —   |   |
|   | <u>Lynch, C.</u> <input checked="" type="checkbox"/> —      —   |   |

**WHEREAS**, on September 1, 2017, the County received eight proposals in response to RFP No. 17-1468-7JCK for architectural and engineering services to design the renovations of the Henrico County Circuit Court; and,

**WHEREAS**, the selection committee (Messrs. Tom Alford, Edward Bass, Travis Sparrow, Tom Owdom, and Richard Roberts) interviewed the following firms:



Moseley Architects P.C.  
Dewberry Architects Inc.  
Enteros Design, P.C.

**WHEREAS**, the selection committee selected Moseley Architects P.C. as the top-ranked firm and negotiated a fixed-price contract for \$804,033.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors:

1. A contract to provide architectural and engineering services to design the renovations of the Circuit Court is awarded to Moseley Architects P.C. for \$804,033 in accordance with RFP No. 17-1468-7JCK and the fee proposal of Moseley Architects P.C. dated October 30, 2017.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

Comment: Funding is available in the project budget. The Director of General Services and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.

By Agency Head  By County Manager 

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Clerk, Board of Supervisors

Date: \_\_\_\_\_





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 293-17

Page No. 1 of 2

Agenda Title: RESOLUTION — Award of Construction Contract — Maintenance and Construction Services for Filter Cells — Varina District

Form section for Clerk's Use Only and Board of Supervisors Action. Includes fields for Date, Remarks (APPROVED), and signatures of Board members (Branin, Nelson, O'Bannon, Thornton, Lynch) with YES/NO/OTHER checkboxes.

WHEREAS, the County received two bids on October 10, 2017, in response to Invitation to Bid No. 17-1499-9JCK and Addendum No. 1 for maintenance and construction services for four filter cells in a filter basin at the Water Reclamation Facility; and,

WHEREAS, the work consists of cleaning, maintenance and replacement of deteriorated equipment; and,

WHEREAS, the bids were as follows:

Table with 2 columns: Bidder and Bid Amount. Row 1: EMH Environmental, Inc. Glenwood, MD, \$448,800. Row 2: Waco, Inc. Sandston, VA, \$779,500.

WHEREAS, after a review and evaluation of the bids received, it was determined that EMH Environmental, Inc. is the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors:

- 1. The contract is awarded to EMH Environmental, Inc., the lowest responsive and responsible bidder, in the amount of \$448,800, pursuant to Invitation to Bid No. 17-1499-9JCK, Addendum No.1, and the bid submitted by EMH Environmental, Inc.

By Agency Head [Signature] By County Manager [Signature]

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**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. **293-17**

Page No. 2 of 2

Agenda Title: **RESOLUTION — Award of Construction Contract — Maintenance and Construction Services for Filter Cells — Varina District**

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2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget, not to exceed 15% of the original contract amount.

Comment: Funding will be provided by the Water and Sewer Revenue Fund. The Director of Public Utilities and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

**Agenda Title: RESOLUTION — Award of Construction Contract — Wistar Road Sidewalk & Drainage Improvements Project (UPC 105647) — Brookland District**

|   |  |   |
|---|--|---|
| For Clerk's Use Only:<br>Date: 11/14/2017<br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Amended<br><input type="checkbox"/> Deferred to: | <b>BOARD OF SUPERVISORS ACTION</b><br>Moved by (1) <u>Syner</u> Seconded by (1) <u>Thomas</u><br>(2) _____ (2) _____<br>REMARKS: <b>APPROVED</b> | YES NO OTHER<br>Branin, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>Nelson, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>O'Bannon, P. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br>Thornton, F. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/><br><u>Lynch, C</u> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
|   |  |   |

**WHEREAS**, on September 28, 2017, the County received six bids, in response to ITB No. 17-1480-8CLE and Addenda Nos. 1, 2, and 3 for the Wistar Road Sidewalk & Drainage Improvements project; and,

**WHEREAS**, the project is for installation of concrete sidewalk along Wistar Road from 300 feet south of Shradler Road to Kanipe Place, including drainage improvements, curb and gutter, and rehabilitation of existing commercial and residential entrances; and,

**WHEREAS**, for selection and evaluation purposes, the lowest responsible bid was determined by multiplying the unit prices times the unit quantities specified in the bid documents, with the following results:

| Bidder   | Total Bid    |
|--|--------------|
| EL-X Enterprises<br>Woodbridge, Virginia   | \$656,698.00 |
| Central Contracting Company, Inc.<br>Richmond, Virginia                                  | \$667,355.50 |
| Blakemore Construction Corporation<br>Rockville, Virginia                                | \$669,729.24 |
| C. T. Purcell Excavating, Inc.<br>Montpelier, Virginia                                   | \$761,239.96 |
| Capitol Carbonic Gas Corporation<br>TA Harbor Dredge & Dock<br>N. Chesterfield, Virginia | \$818,373.62 |
| Messer Contracting, LLC<br>Glen Allen, Virginia  | \$923,475.00 |

By Agency Head [Signature] By County Manager \_\_\_\_\_

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**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 294-17

Page No. 2 of 2

**Agenda Title: Resolution — Award of Construction Contract — Wistar Road Sidewalk & Drainage Improvements Project (UPC 105647) — Brookland District**

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**WHEREAS**, after review and evaluation of all bids received, it was determined that EL-X Enterprises is the lowest responsive and responsible bidder with a bid of \$656,698.

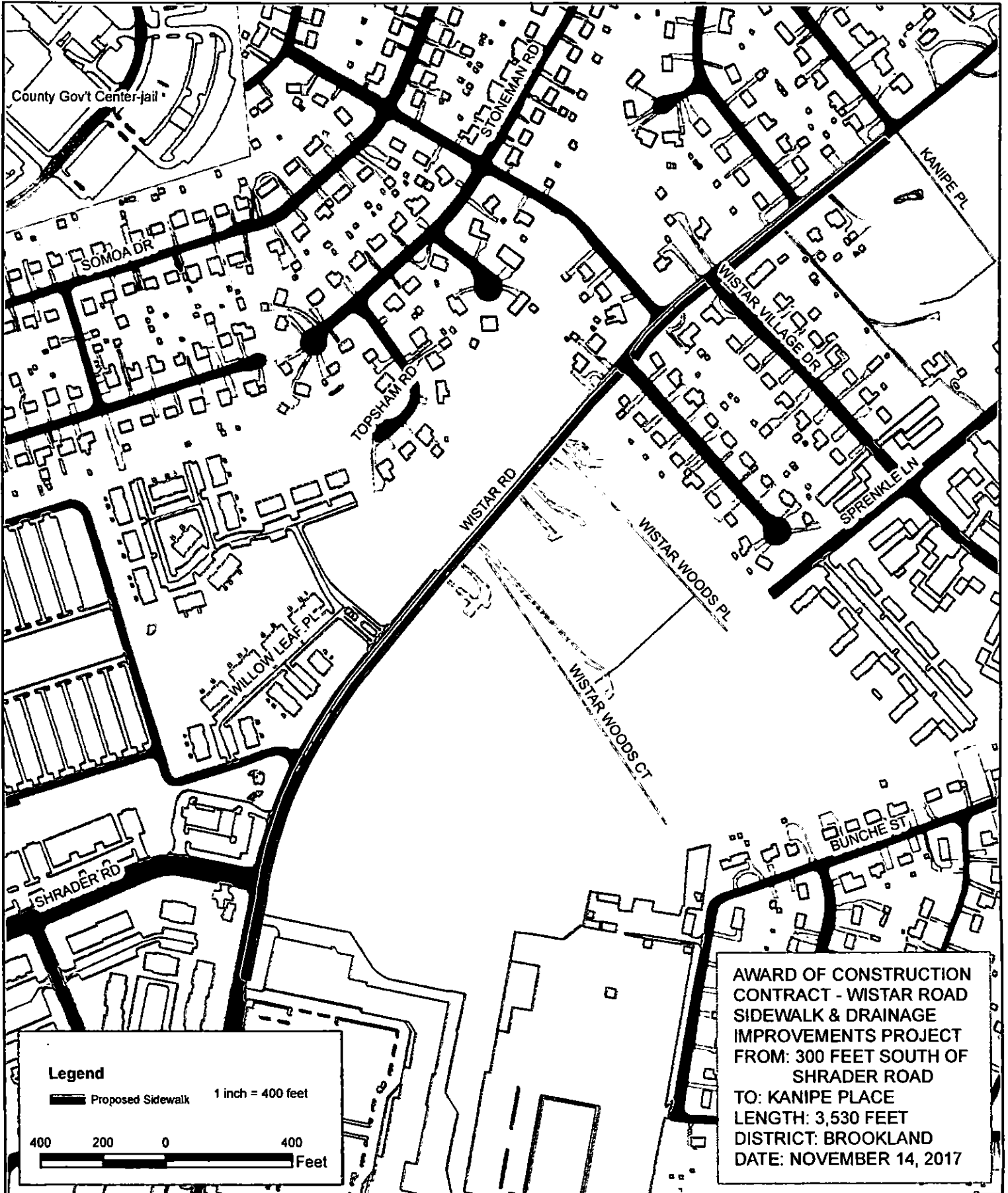
**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors:

1. A contract is hereby awarded to EL-X Enterprises, the lowest responsive and responsible bidder, in the amount of \$656,698, pursuant to ITB No. 17-1480-8CLE, Addenda Nos.1, 2, and 3, and the bid submitted by EL-X Enterprises. The final contract amount shall be determined upon completion of the project by multiplying the actual County-authorized unit quantities required for construction of the project by the unit prices submitted in the Contractor's bid.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.

**Comment:** Funding will be through VDOT's Revenue Sharing Program. The Director of Public Works and Purchasing Director recommend approval of the Board paper, and the County Manager concurs.



# Wistar Road Sidewalk & Drainage Improvements Project





**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 295-17

Page No. 1 of 1

**Agenda Title: RESOLUTION — Award of Engineering Services Contract — Azalea Avenue Pedestrian and Signal Improvements (UPC 106299) — Fairfield District**

| For Clerk's Use Only:<br>Date: <u>11/14/2017</u><br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Amended<br><input type="checkbox"/> Deferred to: | <b>BOARD OF SUPERVISORS ACTION</b><br>Moved by (1) <u>Shorne</u> Seconded by (1) <u>Lynch</u><br>(2) _____ (2) _____<br>REMARKS: <b>APPROVED</b> | <table border="1"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>Branin, T.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>Nelson, T.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>Thornton, F.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td><u>Lynch, C.</u></td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> </tbody> </table> |       | YES | NO | OTHER | Branin, T. | ✓ | — | — | Nelson, T. | ✓ | — | — | O'Bannon, P. | ✓ | — | — | Thornton, F. | ✓ | — | — | <u>Lynch, C.</u> | ✓ | — | — |
|--|--|---|-------|-----|----|-------|------------|---|---|---|------------|---|---|---|--------------|---|---|---|--------------|---|---|---|------------------|---|---|---|
|  | YES  | NO  | OTHER |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                  |   |   |   |
| Branin, T.   | ✓  | —   | —     |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                  |   |   |   |
| Nelson, T.   | ✓  | —   | —     |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                  |   |   |   |
| O'Bannon, P.   | ✓  | —   | —     |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                  |   |   |   |
| Thornton, F.   | ✓  | —   | —     |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                  |   |   |   |
| <u>Lynch, C.</u>   | ✓  | —   | —     |     |    |       |            |   |   |   |            |   |   |   |              |   |   |   |              |   |   |   |                  |   |   |   |

**WHEREAS**, on March 24, 2017, the County received 15 proposals in response to RFP No. 16-1299-12JK for engineering services for the Azalea Avenue Pedestrian and Signal Improvements project; and,

**WHEREAS**, this project will close sidewalk gaps along this heavily-traveled corridor and make signal and intersection upgrades to improve vehicular and pedestrian safety; and,

**WHEREAS**, based upon review of the written proposals the selection interviewed the following firms:

Clark Nexsen, Inc.  
Rummel, Klepper & Kahl, LLP  
Whitman, Requardt & Associates, LLP

**WHEREAS**, based upon the interviews, the selection committee selected Clark Nexsen, Inc., as the top-ranked firm and negotiated a fixed-price contract for \$238,138.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors:

1. A contract for engineering services is awarded to Clark Nexsen, Inc. for \$238,138 in accordance with RFP No. 16-1299-12JK, Clark Nexsen, Inc.'s proposal dated March 24, 2017, and Clark Nexsen Inc.'s fee schedule dated September 29, 2017.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

**Comment:** This project is funded through the Federal Congestion Mitigation and Air Quality Program. The Director of Public Works and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.

By Agency Head  By County Manager 

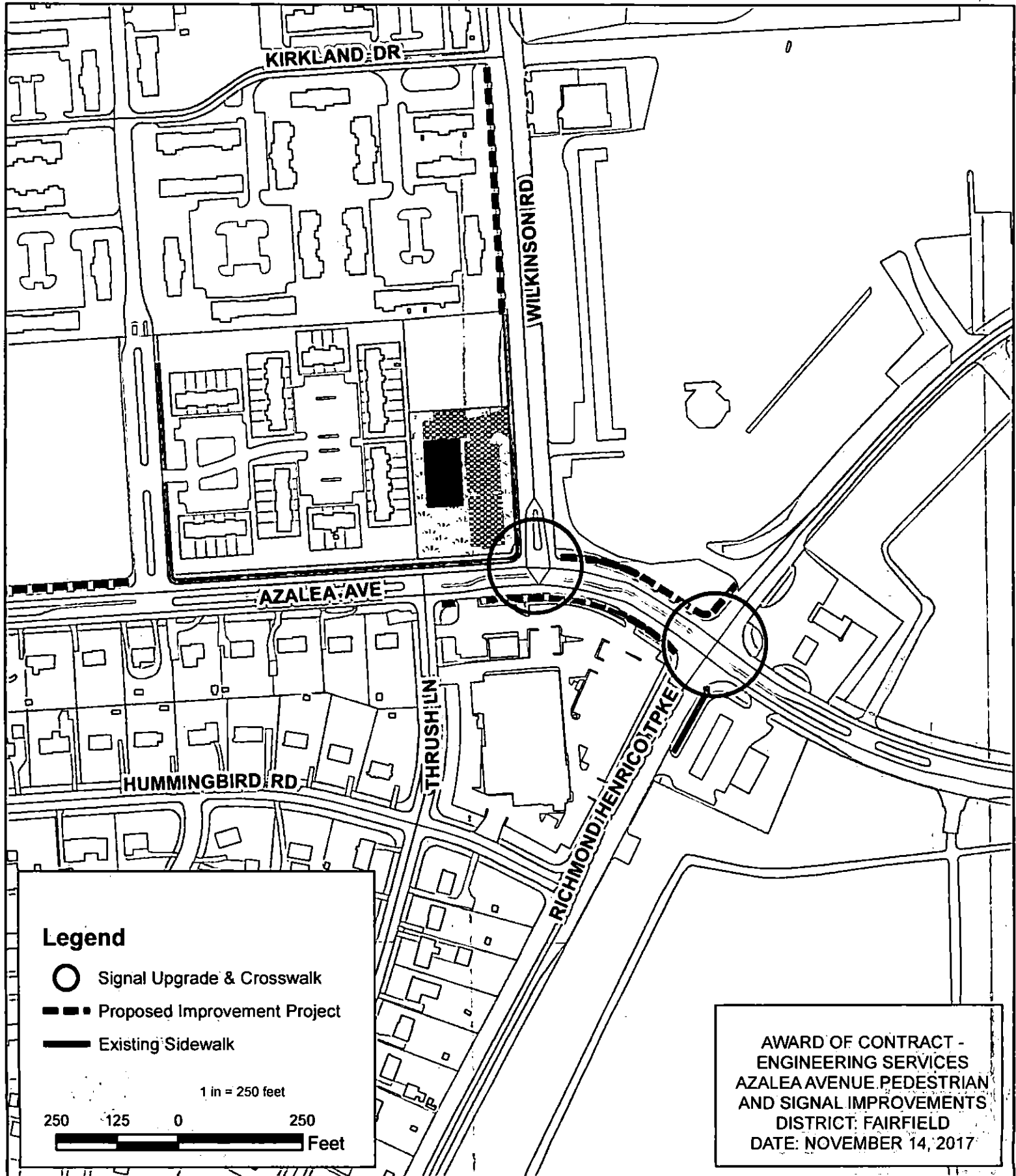
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# Azalea Avenue and Richmond-Henrico Turnpike Pedestrian and Signal Improvements





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 296-17

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Agreement with Virginia Department of Transportation — I-64 at Gaskins Road Interchange Modification Report (UPC 111732) — Three Chopt and Tuckahoe Districts

For Clerk's Use Only:

Date: 11/14/2017

- (X) Approved
( ) Denied
( ) Amended
( ) Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Branin Secended by (1) Nelson
(2) (2)

REMARKS

APPROVED

YES NO OTHER

Voting record table with names (Branin, T., Nelson, T., O'Bannon, P., Thornton, F., Lynch, C.) and checkmarks under YES, NO, and OTHER columns.

WHEREAS, the Department of Public Works has negotiated a project administration agreement with the Virginia Department of Transportation ("VDOT") under which the County will prepare a preliminary engineering study (Interchange Modification Report) of the Interstate 64 interchange at Gaskins Road; and,

WHEREAS, the estimated cost for the study is \$400,000; and,

WHEREAS, VDOT will reimburse the County 100% of the eligible project cost from the Regional Surface Transportation Program; and,

WHEREAS, because of VDOT charges, the estimated reimbursement to the County is \$388,000.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the County Manager is authorized to execute a project administration agreement with VDOT in a form approved by the County Attorney.

COMMENTS: The Director of Public Works recommends approval of this Board paper, and the County Manager concurs.

Signatures for By Agency Head and By County Manager

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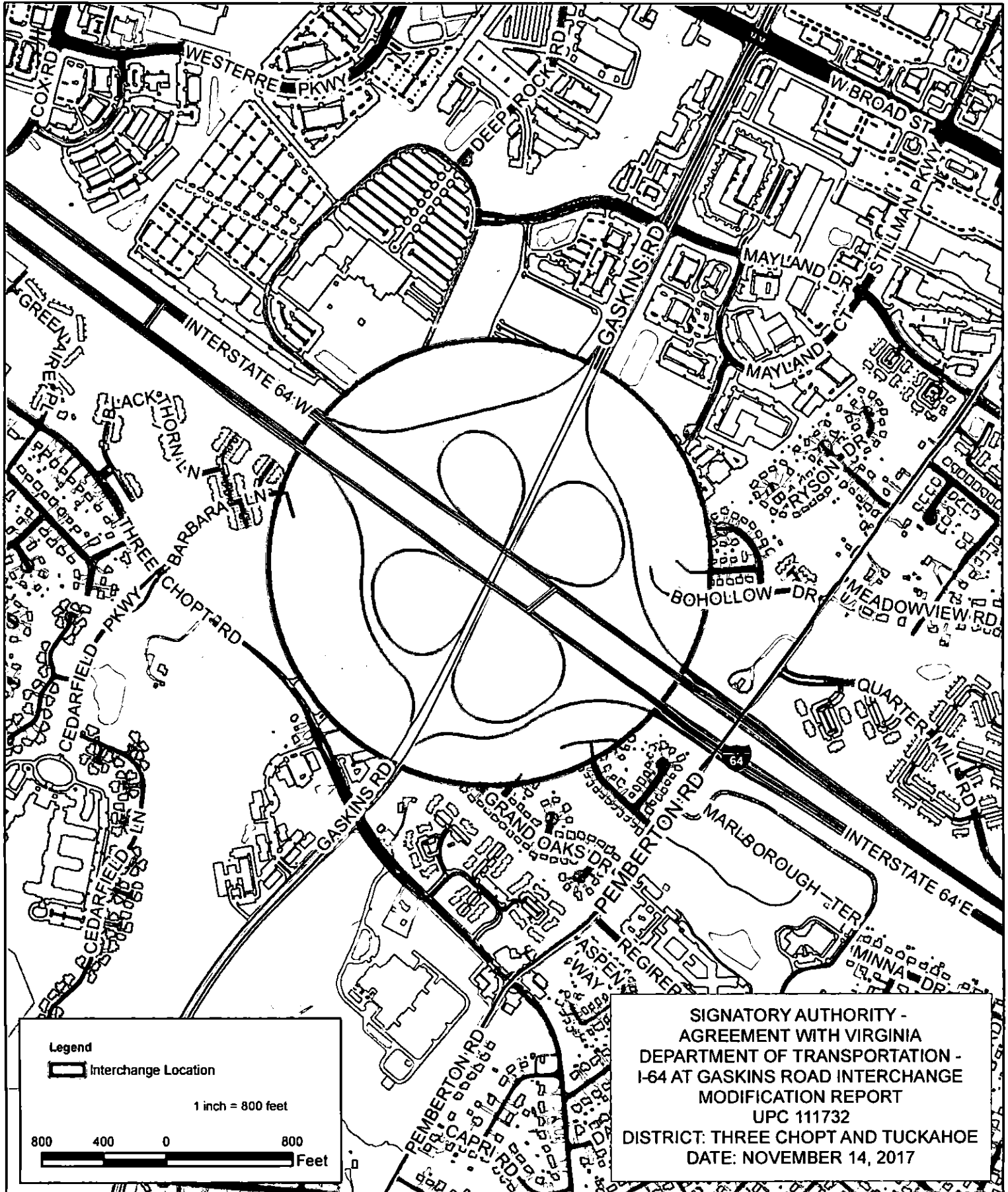
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# I-64 at Gaskins Road Interchange Modification Report





COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 297-17  
Page No. 1 of 1

Agenda Title: RESOLUTION — Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation Revenue Sharing Program for FY 2018-2019 and FY 2019-20

|  |   |  |                          |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |
|--|---|--|--------------------------|-----|----|-------|------------|-------------------------------------|--------------------------|--------------------------|------------|-------------------------------------|--------------------------|--------------------------|--------------|-------------------------------------|--------------------------|--------------------------|--------------|-------------------------------------|--------------------------|--------------------------|------------------|-------------------------------------|--------------------------|--------------------------|
| For Clerk's Use Only:<br>Date: <u>11/14/2017</u><br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Amended<br><input type="checkbox"/> Deferred to: | <b>BOARD OF SUPERVISORS ACTION</b><br>Moved by (1) <u>Nelson</u> Seconded by (1) <u>Branin</u><br>(2) _____    (2) _____<br>REMARKS <b>APPROVED</b> | <table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Branin, T.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td><u>Lynke, C.</u></td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> |                          | YES | NO | OTHER | Branin, T. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nelson, T. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | O'Bannon, P. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Thornton, F. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <u>Lynke, C.</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|  | YES   | NO   | OTHER                    |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |
| Branin, T.   | <input checked="" type="checkbox"/>   | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |
| Nelson, T.   | <input checked="" type="checkbox"/>   | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |
| O'Bannon, P.   | <input checked="" type="checkbox"/>   | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |
| Thornton, F.   | <input checked="" type="checkbox"/>   | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |
| <u>Lynke, C.</u>   | <input checked="" type="checkbox"/>   | <input type="checkbox"/>   | <input type="checkbox"/> |     |    |       |            |                                     |                          |                          |            |                                     |                          |                          |              |                                     |                          |                          |              |                                     |                          |                          |                  |                                     |                          |                          |

WHEREAS, the Revenue Sharing Program of the Virginia Department of Transportation allocates state matching funds for local highway construction and maintenance projects; and,

WHEREAS, the County has identified 13 projects that are eligible for state matching funds; and,

WHEREAS, there are 12 new projects for construction: (1) approximately 2,000 feet of multi-purpose trail and roadway improvements on Bethlehem Road, (2) approximately 4,000 feet of sidewalk on Hungary Road, (3) approximately 1,200 feet of sidewalk on Hunton Park Boulevard, (4) intersection improvements at Greenwood Road and Woodman Road, (5) approximately 1,100 feet of sidewalk on Creighton Road east of N. Laburnum Avenue, (6) approximately 4,100 feet of sidewalk and roadway improvements on Creighton Road west of N. Laburnum Avenue, (7) approximately 1,200 feet of sidewalk on John Rolfe Parkway, (8) approximately 750 feet of sidewalk on Ridgefield Parkway, (9) approximately 1,980 feet of sidewalk on Three Chopt Road, (10) approximately 260 feet of sidewalk on N. Parham Road and Fordson Road, (11) approximately 2,000 feet of sidewalk and roadway improvements on Pump Road, and (12) approximately 350 feet of sidewalk on Audubon Drive; and,

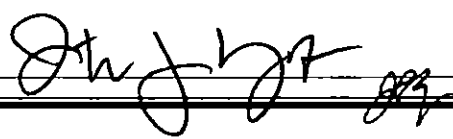

WHEREAS, the estimated cost of the existing Revenue Sharing project to install turn lanes at the intersection of Buffin Road and New Market Road has increased from \$1,355,000 to \$2,159,500; and,

WHEREAS, the County's cost estimate for these 13 projects is \$22,123,000, and the County wishes to apply for \$9,986,500 in state matching funds; and,

WHEREAS, the County must submit a letter of intent to participate in the program.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors authorizes the Director of Public Works to submit a letter of intent to participate in the Virginia Department of Transportation Revenue Sharing Program for Fiscal Year 2018-19 and Fiscal Year 2019-2020.

COMMENTS:                      The Director of Public Works recommends approval of this Board paper, and the County Manager concurs.

By Agency Head                       By County Manager 

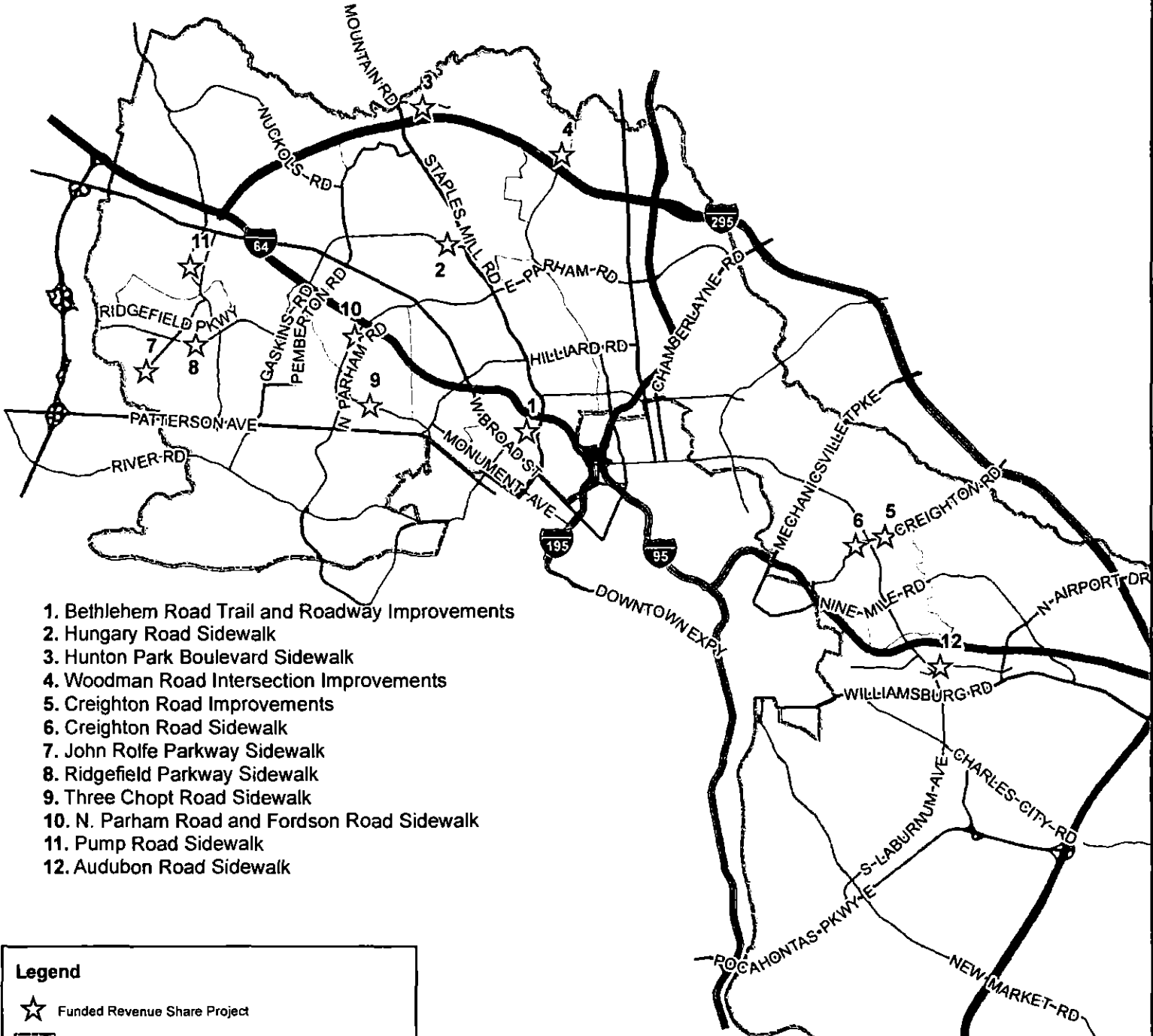
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Clerk, Board of Supervisors

Date: \_\_\_\_\_



# Virginia Department of Transportation Revenue Sharing Program

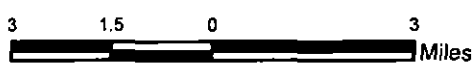


1. Bethlehem Road Trail and Roadway Improvements
2. Hungary Road Sidewalk
3. Hunton Park Boulevard Sidewalk
4. Woodman Road Intersection Improvements
5. Creighton Road Improvements
6. Creighton Road Sidewalk
7. John Rolfe Parkway Sidewalk
8. Ridgefield Parkway Sidewalk
9. Three Chopt Road Sidewalk
10. N. Parham Road and Fordson Road Sidewalk
11. Pump Road Sidewalk
12. Audubon Road Sidewalk

### Legend

- ★ Funded Revenue Share Project
- ▭ County Boundary
- ▭ Brookland
- ▭ Fairfield
- ▭ Three Chopt
- ▭ Tuckahoe
- ▭ Varina

1 in = 3 miles



**AUTHORIZATION TO SUBMIT  
 LETTER OF INTENT TO  
 PARTICIPATE IN VIRGINIA  
 DEPARTMENT OF TRANSPORTATION  
 REVENUE SHARING PROGRAM FOR  
 FY 2018-19 AND FY 2019-20  
 DISTRICT: COUNTY-WIDE  
 DATE: NOVEMBER 14, 2017**



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE**

Agenda Item No. 29877

Page No. 1 of 1

**Agenda Title: RESOLUTION — Acceptance of Roads — Brookland and Three Chopt Districts**

|  |  |  |       |     |    |       |            |   |  |  |            |   |  |  |              |   |  |  |              |   |  |  |           |   |  |  |
|--|--|--|-------|-----|----|-------|------------|---|--|--|------------|---|--|--|--------------|---|--|--|--------------|---|--|--|-----------|---|--|--|
| For Clerk's Use Only:<br>Date: <u>11/14/2007</u><br><input checked="" type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Amended<br><input type="checkbox"/> Deferred to: _____ | <b>BOARD OF SUPERVISORS ACTION</b><br>Moved by (1) <u>Branin</u> Seconded by (1) <u>Nelson</u><br>(2) _____ (2) _____<br>REMARKS: <b>A P P R O V E D</b> | <table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Branin, T.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Nelson, T.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Thornton, F.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Lynch, C.</td> <td align="center">✓</td> <td></td> <td></td> </tr> </table> |       | YES | NO | OTHER | Branin, T. | ✓ |  |  | Nelson, T. | ✓ |  |  | O'Bannon, P. | ✓ |  |  | Thornton, F. | ✓ |  |  | Lynch, C. | ✓ |  |  |
|  | YES  | NO   | OTHER |     |    |       |            |   |  |  |            |   |  |  |              |   |  |  |              |   |  |  |           |   |  |  |
| Branin, T.   | ✓  |  |       |     |    |       |            |   |  |  |            |   |  |  |              |   |  |  |              |   |  |  |           |   |  |  |
| Nelson, T.   | ✓  |  |       |     |    |       |            |   |  |  |            |   |  |  |              |   |  |  |              |   |  |  |           |   |  |  |
| O'Bannon, P.   | ✓  |  |       |     |    |       |            |   |  |  |            |   |  |  |              |   |  |  |              |   |  |  |           |   |  |  |
| Thornton, F.   | ✓  |  |       |     |    |       |            |   |  |  |            |   |  |  |              |   |  |  |              |   |  |  |           |   |  |  |
| Lynch, C.  | ✓  |  |       |     |    |       |            |   |  |  |            |   |  |  |              |   |  |  |              |   |  |  |           |   |  |  |

BE IT RESOLVED by the Board of Supervisors of the County of Henrico that the following named and described sections of roads are accepted into the County road system for maintenance.

**Meredith Branch Estates, Section 1 — Brookland District**

|  |                 |
|--|-----------------|
| Shimmering Lane from Francistown Road to Shimmering Place                              | 0.13 Mi.        |
| Shoals Court from Shimmering Lane to 0.05 Mi. S. of Shimmering Lane                    | 0.05 Mi.        |
| Arrowbrook Court from Shimmering Lane to 0.08 Mi. N. of Shimmering Lane                | 0.08 Mi.        |
| Shimmering Place from 0.07 Mi. N. of Shimmering Lane to 0.05 Mi. S. of Shimmering Lane | <u>0.12 Mi.</u> |
| <b>Total Miles</b>   | <b>0.38 Mi.</b> |

**Stonehurst, Section 1 — Three Chopt District**

|   |                 |
|---|-----------------|
| Stonehurst Estates Terrace from Pouncey Tract Road to 0.25 Mi. W. of Pouncey Tract Road | <u>0.25 Mi.</u> |
| <b>Total Miles</b>  | <b>0.25 Mi.</b> |

**Stonehurst, Section 2 — Three Chopt District**

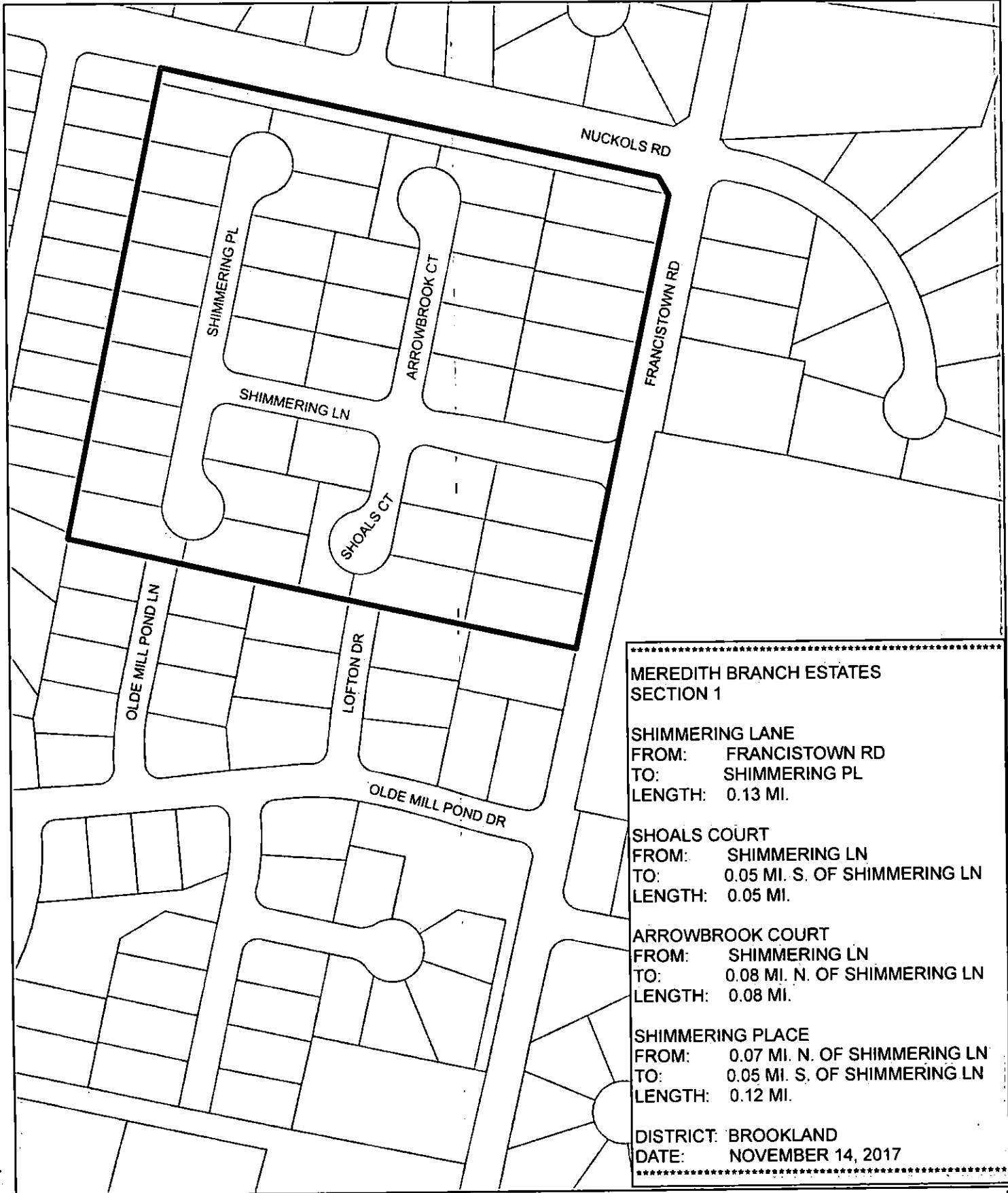
|  |                 |
|--|-----------------|
| Stonehurst Estates Terrace from 0.25 Mi. W. of Pouncey Tract Road to 0.44 Mi. W. of Pouncey Tract Road | <u>0.19 Mi.</u> |
| <b>Total Miles</b>   | <b>0.19 Mi.</b> |

By Agency Head  By County Manager

Routing: Yellow to: \_\_\_\_\_ Certified: \_\_\_\_\_ A Copy Teste: \_\_\_\_\_ Clerk, Board of Supervisors  
 Copy to: \_\_\_\_\_ Date: \_\_\_\_\_



# MEREDITH BRANCH ESTATES SECTION 1



\*\*\*\*\*  
MEREDITH BRANCH ESTATES  
SECTION 1

SHIMMERING LANE  
FROM: FRANCISTOWN RD  
TO: SHIMMERING PL  
LENGTH: 0.13 MI.

SHOALS COURT  
FROM: SHIMMERING LN  
TO: 0.05 MI. S. OF SHIMMERING LN  
LENGTH: 0.05 MI.

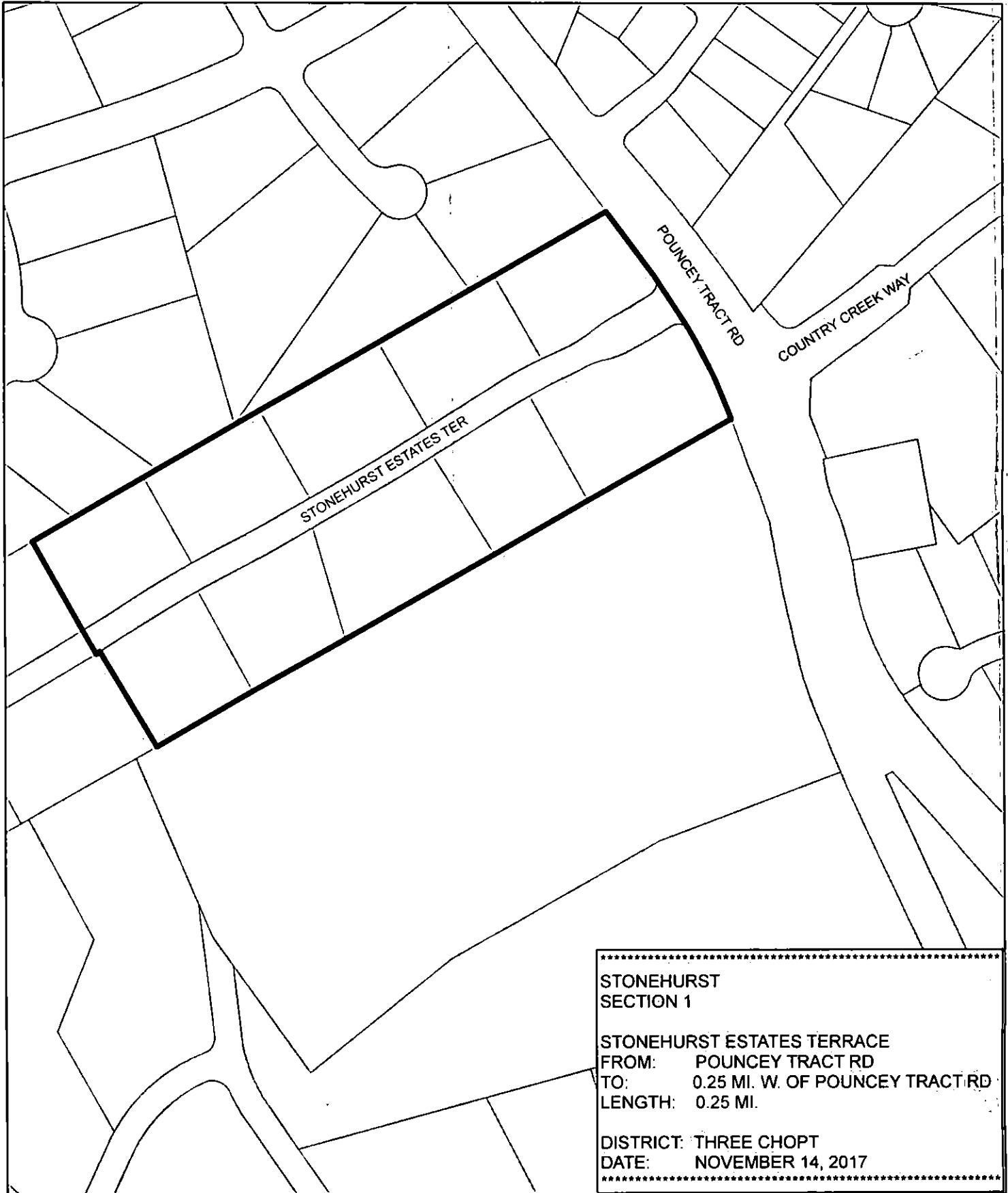
ARROWBROOK COURT  
FROM: SHIMMERING LN  
TO: 0.08 MI. N. OF SHIMMERING LN  
LENGTH: 0.08 MI.

SHIMMERING PLACE  
FROM: 0.07 MI. N. OF SHIMMERING LN  
TO: 0.05 MI. S. OF SHIMMERING LN  
LENGTH: 0.12 MI.

DISTRICT: BROOKLAND  
DATE: NOVEMBER 14, 2017  
\*\*\*\*\*



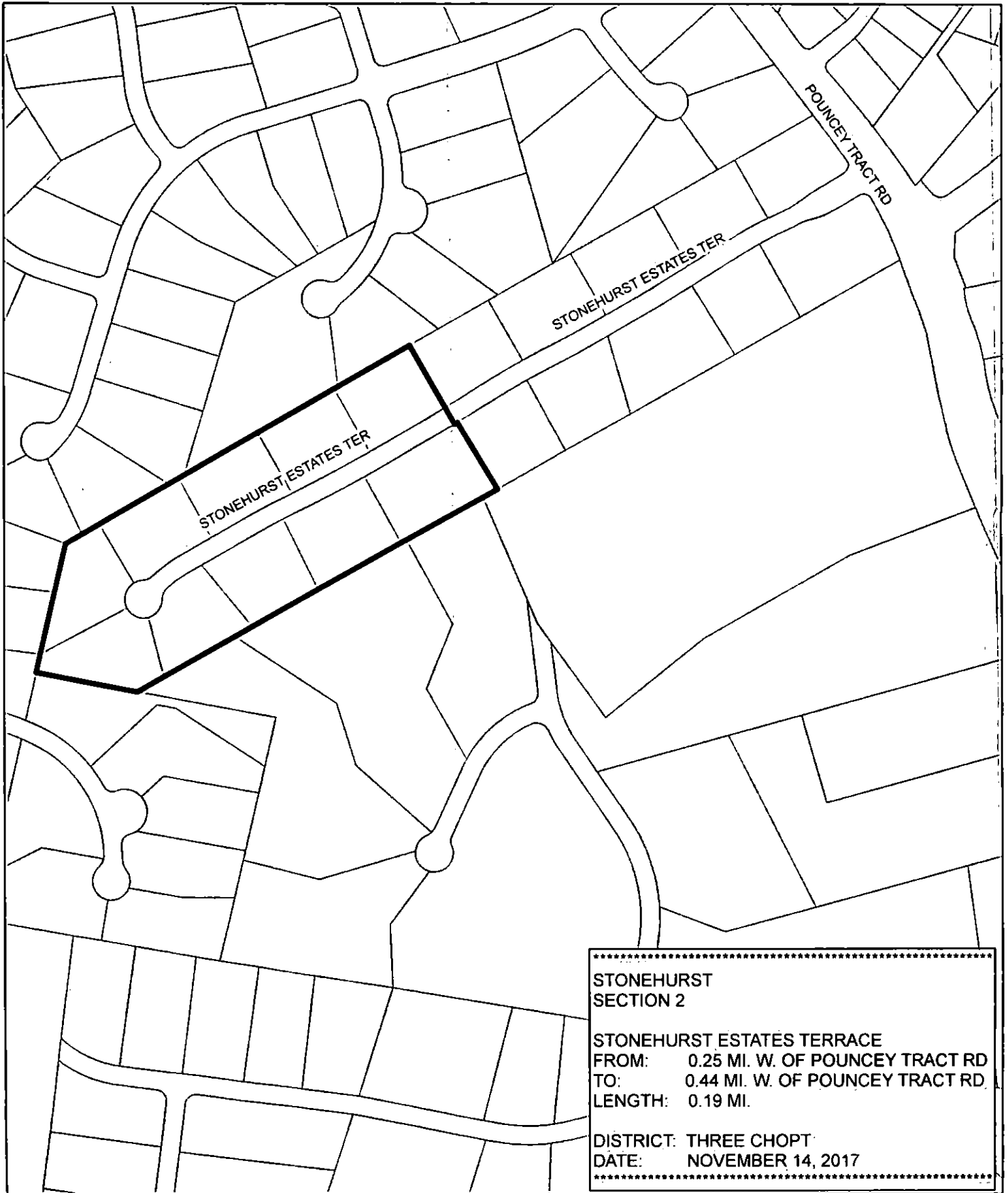
# STONEHURST SECTION 1



\*\*\*\*\*  
STONEHURST  
SECTION 1  
  
STONEHURST ESTATES TERRACE  
FROM: POUNCEY TRACT RD  
TO: 0.25 MI. W. OF POUNCEY TRACT RD  
LENGTH: 0.25 MI.  
  
DISTRICT: THREE CHOPT  
DATE: NOVEMBER 14, 2017  
\*\*\*\*\*



# STONEHURST SECTION 2



\*\*\*\*\*  
STONEHURST  
SECTION 2  
STONEHURST ESTATES TERRACE  
FROM: 0.25 MI. W. OF POUNCEY TRACT RD  
TO: 0.44 MI. W. OF POUNCEY TRACT RD  
LENGTH: 0.19 MI.  
DISTRICT: THREE CHOPT  
DATE: NOVEMBER 14, 2017  
\*\*\*\*\*